



MUTUAL ADMINISTRATION COMMITTEE MINUTES

Administration Conference Room B

Tuesday, July 11, 2017

2:00 PM

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting of the Mutual Administration Committee was called to order by Chair Hopewell at 2:00 p.m., on Tuesday, July 11, 2017, in Conference Room B. Mrs. Reed led the Committee in the Pledge of Allegiance.

ROLL CALL

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| Present: | Ms. S. Hopewell, Chair Ms. L. Stone, Ex-Officio Ms. R. Winkler Mr. R. Stone | Mr. P. Moore Mrs. J. Reed Ms. P. Snowden |
| Absent: | Mr. P. Anderson Ms. K. Rapp | |
| Staff and Guests: | Mr. R. Ankeny, Executive Director Ms. C. Miller, Director of Finance Ms. J. Hopkins, Mutual Administration Director Ms. B. Fernandez, Mutual Administration Manager Mr. R. Gonzalez, Facilities Manager Ms. C. Knapp, Stock Transfer Supervisor Mrs. K. Aquino, Recording Secretary Twelve shareholder/members | |

In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation (GRF) Board of Directors (BOD) is present at today's posted meeting. The business of the Mutual Administration Committee will be conducted in accordance with the agenda. As a quorum of the board if present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF BOD at its regular Board meeting on the 4th Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes at the next Committee meeting.

CHAIR'S ANNOUNCEMENTS

The Chair welcomed the Committee Members, guests and staff, including GRF President Linda Stone, Executive Director Randy Ankeny, Mutual Administration Director Jodi Hopkins, Mutual Administration Manager Blessilda Fernandez, Facilities Director Mark Weaver, Security Services Director, Paul Bristow, Security Services Manager B.J. Hawke, Facilities Manager Ruben Gonzalez, Stock Transfer Supervisor Courtney Knapp, and Recording Secretary Kheara Aquino. She requested that members exhibit an appropriate amount of decorum and turn off cell phones.

MINUTES

The Chair declared the regular meeting minutes of May 9, 2017, approved, as written.

SHAREHOLDER COMMENTS

No shareholder/member spoke on today's Committee agenda items.

CORRESPONDENCE

The Committee received no correspondence.

STAFF REPORTS

The Community Facilities Manager presented the open SRO Report.

UNFINISHED BUSINESS

ID card Project Update

The Stock Transfer Supervisor provided an update on the ID Card Project.

Review/Approval – Glossary of Terms

The updated glossary has been received and was distributed for the Board member's review. The Chair asked the committee members to review the glossary of terms and bring back further questions and clarifications to the next Committee Meeting.

NEW BUSINESS

Appointment of Committee Vice Chair

Mr. Moore nominated Ms. Winkler for Vice Chair. There being no further nominations, Ms. Winkler was declared, by acclamation, Vice Chair of the Mutual Administration Committee.

Draft 20108 Budget Cost, Centers 33 and MAC

The Committee discussed the draft 2018 Budget for Cost Centers 33 and MAC.

Re-establishment of the Policy Reorganization Sub-Committee

Ms. Hopewell MOVED, seconded by Ms. Reed and carried unanimously by the Committee members-

TO re-establish the Policy Reorganization Sub-committee and appoint members; Paula Snowden, Susan Hopewell, Kathleen Rapp, committee members, and Margaret Gillon, Peggy Keller and Sue Rotter as resident specialist, and recommend to the Executive Committee, per Policy 1220-33.

The motion was carried with five "yes" votes (Hopewell, Reed, Snowden, Moore, Winkler) and one "no" vote (R. Stone).

Re-establishment of the New Buyer Sub-Committee

The Committee discussed the re-establishment of the New Buyer Sub-committee. The Committee concurred to bring this item back for further review in August.

POLICIES

Clarification/Update Policy 1201.33 – Photo ID Cards

The Committee discussed the clarification/update for Policy 1201.33 –Photo ID Cards.

STAFF REPORTS

The Mutual Administration Manager presented the Budget Variance Report inclusive through June 2017.

The Stock Transfer Supervisor presented her reports.

The Mutual Administration Director presented her reports.

The Executive Director spoke on various topics throughout the meeting.

MEMBER COMMENTS

Several shareholder/members spoke on various items related to the purview of the Committee.

PRESIDENTS COMMENTS

President Stone spoke on how well the ID card project is running and how impressed she was with the Life Options Expo. There is so much being brought in to the community to benefit our shareholders.

COMMITTEE MEMBER COMMENTS

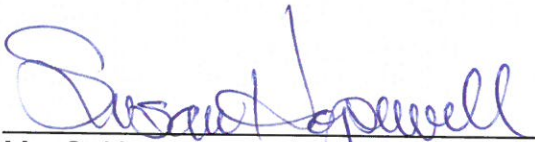
Five Committee members spoke on the proceedings of the Committee meeting.

CHAIR'S COMMENTS

The Chair thanked committee members, staff and guests for attending

ADJOURNMENT

The Chair adjourned the meeting at 4:25 p.m.



Ms. S. Hopewell, Chair
Golden Rain Foundation
kla 07.11.17

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE MUTUAL ADMINISTRATION
COMMITTEE MEETING ON JULY 11, 2017**

ACTIONS:

- Chair Hopewell declared the minutes of the regular meeting of July 11, 2017, approved, as presented;
- Ms. Winkler was appointed Vice Chair

MOTIONS:

- **TO** re-establish the Policy Reorganization Sub-committee and appoint members; Paula Snowden, Susan Hopewell, Kathleen Rapp, committee members, and Margaret Gillon, Peggy Keller and Sue Rotter as resident specialist, and recommend to the Executive Committee, per Policy 1220-33.