Golden Rain Foundation

RECREATION COMMITTEE MINUTES
December 14, 2016

The regular meeting of the Recreation Committee was called to order at 1:00 p.m. by Chair Moore on Wednesday, December 14, 2016, in Conference Room B, Building Five, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mr. P. Moore, Chair
Ms. S. Fekjar
Mr. S. McGuigan
Mr. P. Pratt
Ms. K. Rapp
Mrs. J. Reed
Mrs. C. Damoci, Ex-Officio

Absent: Ms. L. Perrotti

Also Present: Mr. R. Ankeny, Executive Director
Mr. R. Stone, GRF Representative, Mutual One
Ms. P. Snowden, GRF Representative, Mutual Three
Mr. P. Hood, GRF Representative, Mutual Five
Mrs. M. Greer, GRF Representative, Mutual Eleven
Mr. B. Lukoff, GRF Representative, Mutual Fourteen
Hon. Ms. S. Massa-Lavitt, Mayor of Seal Beach
Mr. T. De Leon, Recreation Manager
Mr. T. Fileto, Recreation Supervisor
Ms. V. Morris, Library Supervisor
Ms. K. Lukina, Recording Secretary
Seven Shareholders/Foundation Members

CHAIR'S ANNOUNCEMENTS

There being no objections, Chair Moore declared the reading of the Quorum Notification be dispensed with by unanimous consent.

The Chair stated that in accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted

meeting. The business of the Recreation Committee will be conducted in accordance with the agenda. As a quorum of the Board is 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 Board of Directors at its regular Board meeting on the 2nd Wednesday 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 in January, 2017.

RULES OF ORDER

Chair Moore reviewed the meeting rules and asked that courtesy and respectfulness be acknowledged at all times. He also respectfully asked the members, shareholders and guests to turn off their cell phones, and wait for their turn to be called out.

CHAIR'S REPORT

Chair Moore had no reports to present at the time of the meeting. The Chair also stated this is the last meeting of the year, and invited a Committee member to motion on a non-budgeted expense of the Committee's Budget Comparison report.

After a brief discussion, Ms. Reed MOTIONED, seconded by Ms. Rapp –

> **TO** give the Recreation Committee's non-budgeted expense in the amount of $1000 to the Architecture Design and Review Committee (ADRC) for landscaping.

The motion was carried unanimously by Committee members present with one abstention (P. Pratt).

APPROVAL OF MINUTES

The Chair declared the regular meeting minutes of November 9, 2016, approved, as submitted.

SHAREHOLDER/MEMBER COMMENTS – Agenda Items Only

Two shareholders/members spoke on the items pertaining to the Committee's area of purview.

One of the shareholders requested that the Committee review to see if the Clubhouse reservation procedure can be done electronically to make the process easier for shareholders.

The Committee members agreed on further discussing this proposal under New Business, Capability to Use Technology to Reserve Room (Services, Amenities, Buses and Trips).

CORRESPONDENCE

Letter from Ruben Collazo. Abuse of Pool Privileges

Chair Moore read a letter from the shareholder, Mr. Collazo, regarding the use of the showers in the swimming pool area. The Recreation Manager stated that the outside showers will be discussed during the final redevelopment of the pool area, as scheduled, in 2022. He also stated that the temperature on water heaters has already been turned down, and restrictive shower heads have been installed to control the water flow.

After a brief discussion, it was the consensus of the Committee to send a letter to Mr. Collazo informing him of the measures that have been done to limit the shower time, and of the further revision of outside showers during the final renovation of the swimming pool area, scheduled for 2022.

It was also suggested publishing an article in Leisure World News about this issue alerting people of a common courtesy to shorten the shower time.

"Thank you" Letter from Jim Blanchard

The Committee reviewed shareholder's "Thank you" letter, and his suggestion on adding more of a Rock'n'Roll dancing bands to the events calendar. The Committee discussed Saturday night dances decreasing attendance statistics, and considered adding more of a Rock'n'Roll bands instead, based on shareholder's feedback, to increase the attendance.

The Committee members further discussed this topic under New Business, Cost of Use Facilities. Added Amenities. Additional Service Fees.

OLD BUSINESS

Clubhouse Three, Room Eight, Kitchen Modification. Update

The Recreation Manager provided the Committee with updates on this project, and stated that the expected completion date has been postponed due to uneven elevation between the hallway and the closet area, and the Service Maintenance staff being spread-thin due to other ongoing projects throughout the community. The Recreation Manager stated that

this project will be completed once the transition between the hallway and the closet area is done, and the hardware, doors are painted.

Adding the Air Wall in Clubhouse Six. Update

The Recreation Manager provided the Committee with updates on this project, explained options available, and presented the scope of work along with the cost from Kali Space Solutions in the total amount of $16,800.00. The Recreation Manager also received a quote from the Facilities Manager on the additional installments to accommodate the temporary panels, in the approximate amount of $1,000.00 to be done by the Service Maintenance Department.

The Committee also discussed potential safety issues including fire safety, as the panels will be classified as "temporary", and only removed 2-3 times a year, and agreed on looking into complying with fire safety regulations to determine whether this project will require a permit to be completed.

After a discussion, Ms. Rapp MOTIONED, seconded by Ms. Fekjar –

> **TO** approve the proposal for installation of the Air Wall in Clubhouse Six by Kali Space Solutions in the amount not to exceed $20,000.00 from Capital Budget. The Committee also accepted a modification to this motion to determine whether a permit is needed prior to the air wall installation before sending it to the Finance Committee for approval of the funds.

The motion was carried unanimously by committee members present.

NEW BUSINESS

Variance to Policy 1485-50

The Executive Director presented some information on use of the drones in public and emergency situations, and asked the Committee to review a request made by the members of Drone Club to make an exemption to Policy 1485-50, and allow the use of Shuffle Board pavilion in Clubhouse Two to operate the drones.

After a discussion, Mr. Pratt MOTIONED, seconded by Ms. Reed –

> **TO** not allow the use of Shuffle Board Pavilion in Clubhouse Two by Drone Club to operate the drones, and not to make an exemption to the Policy 1485-50.

The motion was carried unanimously by committee members present.

Activities (Cost and Participation). Visitor Use of Facilities/Fees.
Cost of Use of Facilities. Added Amenities. Additional Service Fees

The Committee discussed various activities within the community such as Saturday night dances, swimming pool, and golf course, and agreed on determining the ways to encourage shareholders' involvement, and further discussing participation by non-residents. The Committee also agreed on evaluating the circumstances involving allowing the guests to use community's facilities, and additional staff to accommodate additional visitors.

After a discussion, the Committee agreed on reviewing the attendance statistics, and addressing this topic at the next scheduled meeting.

Capability to Reserve Rooms Using Technology

The Committee addressed shareholder's request on looking into possibility of reserving a room or a Clubhouse online, and agreed that the ability to use community services should be up-to-date with currently available technology. The Recreation Manager stated that facility reservations require a personal interaction, whereas Committee members suggested creating a checklist to make sure all of the requirements are met. The Committee also discussed a possibility of implementing Axxerion to make online reservations, and for a record management.

The Recreation Supervisor informed the Committee of his experience with Axxerion, which may allow the officers to sign renewal documents online. All other inquiries, including reservations, would still require further Axxerion development.

After a discussion, Ms. Reed MOTIONED, seconded by Ms. Rapp –

> **TO** forward this item, capability to reserve rooms using technology, to the Information and Technology Services Committee (ITS), and determine the capability of Axxerion or other software available in making the room and amenities reservation online.

The motion was carried unanimously by committee members present.

Digital alert system for Emergencies (Ability to Reach for Staff, Shareholders in a Timely Manner)

The President stated that this item has already been reviewed, and voted on by the Publications Committee.

Test Use of Trust Property

The Executive Director informed the Committee of a shareholder's request to temporarily use the lawn area between Clubhouse Three and the Library for a Bocce Ball game. The Committee discussed other potential areas to accommodate shareholder's request, and how it may affect other shareholders, and Producers Club that occupy rooms in nearby building.

After a discussion, Ms. Rapp MOTIONED, seconded by Ms. Fekjar –

> **TO** allow the use of the lawn area between Clubhouse Three and the Library for a Bocce Ball game for the trial period of two months.

The motion was carried unanimously by committee members present with two abstentions (J. Reed and P. Pratt).

Craft Fairs Pass Policies

The Recreation Manager informed the Committee of previously addressing this topic at the Community Access Ad Hoc (CAAH) Committee meeting, and stated that event organizers would need to provide the Security with list of attendees to permit a large group of people enter the community.

The Recreation Manager also stated that this item needs to be send to the Policy Re-write Committee for review.

POLICIES

There were no policies to review at the time of the meeting.

SUB COMMITTEE REPORTS

Entertainment Sub-Committee

The President stated that the entertainment schedule for next year has been done, and this item is to be removed from the agenda.

Golf Course Sub-Committee

The Golf Couse Sub-committee Chair had no updates on the golf course.

Movie Sub-Committee

The Recreation Supervisor stated that the movies selection for next year is done, and had no further updates at the time of the meeting.

Swimming Pool Sub-Committee

The Swimming Pool Sub-committee Chair had no updates on the swimming pool.

STAFF REPORTS

Recreation Supervisor

The Recreation Supervisor spoke of his reports as presented, along of a Tree Lighting ceremony, and Andrea Bocelli bus trip.

Recreation Manager

The Recreation Manager presented the Budget Comparison, Budget Variance, and Café Commission reports, as submitted to the Committee.

The Executive Director informed the Committee of the Finance Committee's upcoming lease review with the vending company, and asked for the Committee's feedback on the current vending services, which could support renewal of the lease.

The Recreation Manager informed Committee members of an upcoming price increase on vending machines items. The Committee agreed that current vending machines provide a great service for shareholders, and came to the consensus of cutting GRF's commission from drinks sold to keep vending machines prices the same.

Library OPS Supervisor

The Library Supervisor presented Library Statistics and Variance reports for the Cost Center 35, GRF Monthly Library Report, and the renderings of previously approved check-out and clerk desks, to be installed first week of January, 2017.

The Library Supervisor also informed the Committee of receiving an award as the best library in the City of Seal Beach for three years in a row.

The Library Supervisor also informed the Committee of work in progress on installation of the sound system throughout the library, the final cost and further update on which will be presented to the Committee in the beginning of 2017.

Executive Director

The Executive Director spoke on various items pertaining to the Committee's area of purview throughout the meeting.

SHAREHOLDERS/MEMBERS COMMENTS

Five members/ shareholders spoke on the proceedings and accomplishments of today's committee meeting.

PRESIDENT'S COMMENTS

The President spoke on various items pertaining to the Committee's area of purview.

The President also stated that prior to Committee's Policies review in the beginning of 2017, a Policy should be written to give the Recreation Committee a permission to offset the money donated to, or collected by the Committee against other things in the community.

The Committee members agreed to have the President prepare a draft of this Policy for the Recreation Committee.

COMMITTEE MEMBERS COMMENTS

Six Committee members spoke on various items pertaining to the Committee's area of purview.

CHAIR'S COMMENTS

Chair Moore thanked the Committee members, shareholders, and staff present for attending and participating in today's meeting.

ADJOURNMENT

Chair Moore adjourned the meeting at 3:08 p.m.

Perry Moore

Perry Moore, Chair
RECREATION COMMITTEE

kl 12.14.16

RECAP OF MOTIONS AND ACTIONS TAKEN AT THE RECREATION COMMITTEE MEETING

MOTIONS

- There being no objections, Chair Moore declared the reading of the Quorum Notification be dispensed with by unanimous consent;
- Minutes from the November 11, 2016 meeting were approved, as presented;
- **TO** give the Recreation Committee's non-budgeted expense in the amount of $1000 to the Architecture Design and Review Committee (ADRC) for landscaping;
- **TO** approve the proposal for installation of the Air Wall in Clubhouse Six by Kali Space Solutions in the amount not to exceed $20,000.00 from Capital Budget. The Committee also accepted a modification to this motion to determine whether a permit is needed prior to the air wall installation before sending it to the Finance Committee for approval of the funds;
- **TO** not allow the use of Shuffle Board Pavilion in Clubhouse Two by Drone Club to operate the drones, and not to make an exemption to the Policy 1485-50;
- **TO** forward this item, capability to reserve rooms using technology, to the Information and Technology Services Committee (ITS), and determine the capability of Axxerion or other software available in making the room and amenities reservation online;
- **TO** allow the use of the lawn area between Clubhouse Three and the Library for a Bocce Ball game for the trial period of two months;
- The meeting adjourned at 3:08 p.m.

ACTIONS

- It was the consensus of the Committee to send a letter to Mr. Collazo informing him of the measures that have been done to limit the shower time, and of the further revision of outside showers during the final renovation of the swimming pool area, scheduled for 2022.
- It was the consensus of the Committee to cut GRF's commission from drinks sold to keep vending machines prices the same.