

RECREATION COMMITTEE MINUTES

January 13, 2014

The regular meeting of the Recreation Committee was called to order by Chair Seifert at 1:32 p.m. on Monday, January 13, 2014, in the Administration Conference Room.

ROLL CALL Present: Ms. A. Seifert – Chair Mr. R. Kravitz
 Mr. L. Blake Mrs. B. Osborne
 Mr. D. Craig Ms. R. Winkler
 Mrs. C. Damoci Mr. M. Michaelides, Ex-Officio

Also Mr. R. Ankeny, Executive Director
Present: Mr. T. De Leon, Recreation Supervisor
 Mrs. S. Downen, Recording Secretary
 Ms. T. Furlow, Administrator L.W. Health Care Center
 Ms. R. Smith, HR Manager
 Fifteen Foundation Members

Welcome to Guests and General Meeting Rules

Ms. Seifert went over the Rules of Order for the meeting and asked that the shareholders hold their comments until later in the meeting.

MINUTES

The regular meeting minutes of December 9, 2013, were approved by MOTION of Mrs. Damoci, seconded by Mr. Craig, and carried unanimously.

The Executive Director introduced Ms. Terri Furlow, Administrator of the L.W. Health Care Center. Ms. Furlow stated that the Health Care Center has no intent of installing a café or restaurant in their building but that there is space to sublet with the Golden Rain Foundation's approval. When asked if a company, such as Sysco, was suggested to run a restaurant in the Health Care Center, Ms. Furlow said that they would entertain the idea with the Foundation's approval. Having both a restaurant and the vending machine café was discussed.

CORRESPONDENCE

Pool Bar Stools – An e-mail was received regarding the condition of the pool room bar stools and the Recreation Supervisor was asked to evaluate recovering and refinishing the stools. When it is time to paint the rooms, it was recommended that the chair rail be raised due to the height of the stools.

Ovens in Clubhouse Three – An e-mail was received regarding the lack of cleanliness of the ovens in Clubhouse Three. The Recreation Supervisor reported that he has had the custodians do a thorough cleaning of the ovens and will continue to monitor this issue. Some of the ovens are showing wear and tear but are not dirty. If shareholders have left the ovens or room unclean, a report is sent to the Recreation Department and a letter is sent to the shareholder reminding them that it must be clean before they leave or they could lose their deposit.

Clubhouse Three Lobby Blinds – An e-mail was received regarding the condition of the blinds over the double doors in the lobby of Clubhouse Three. Many of the slats are missing. After discussing the possibility of tinting the glass and other options, it was recommended to replace what is missing and give more thought to what can be done to resolve this issue. A shareholder suggested the use of a movable folding screen instead of a slat curtain.

Clubhouse Four Theater Curtain – Correspondence was received from the president of the Clean and Classy Club requesting a curtain be installed at the stage area of Clubhouse Four to allow for scene changes and getting actors on and off the stage without being seen. Items discussed were safety of the shareholder going up and down the stairs, carrying props down the steps, and use of other clubhouses. Installing a small theater stage in Clubhouse One was also discussed. This item was asked to be deferred until June when the 2015 Budget is discussed.

STAFF REPORTS

Recreation Supervisor

Relocate of Ballet Barres and Mirrors – The relocation of the ballet barres and mirrors was completed on January 7, 2014, and is awaiting the installation of a plaque.

Clubhouse Three Sound Panel Replacement – The sound panel replacement in Clubhouse Three is 75% complete and should be completed by the end of January.

Executive Director

In November 2013, the Executive Director was asked to review Policy 1432 - Liability Insurance, Caterers, and bring back his findings to the Committee. With recommendations and suggested terminology from the attorney, and to increase the indemnity statements, this policy will need to be amended. An explanation of who is and who is not considered a caterer was given. A caterer is someone who would be paid over and above the cost of the food and supplies, whether it is a shareholder cooking for a club or a hired company. The Executive Director was asked to include a draft of the policy for the February agenda. Chair Seifert also asked that he look at Policy 1403, Commercial Use, and Policy 1460, Clubhouse Rules and see if all or parts of them can be combined with Policy 1432, Liability Insurance, Caterers. It was asked that the recommendation and a copy of the attorney's input be provided to the Committee as soon as possible.

The Executive Director reported that Civic Stone has received \$350,000 which can be made available for various projects in the community. Information will be sent to the Board members immediately due to time constraints from the City of Seal Beach.

NEW BUSINESS

Policy 1460, Clubhouse Rules Review and Comment

The Chair, a GRF Director, and the Recreation Supervisor had a discussion regarding Policy 1460, Clubhouse Rules, and suggested changes were discussed. Before going line by line, it was asked that these suggested changes be put in writing and be placed on the February agenda for discussion.

Commercial Use of a Clubhouse

An e-mail was received from the Membership Manager of Costco, requesting use of space in a clubhouse for signing up new members and renewing memberships. After discussion it was the consensus of the Committee to have the Recreation Supervisor send a letter to Costco thanking them for their interest and to let them know that, per policy, there is no commercial use of our facilities. A shareholder suggested that instead, Costco be asked to sponsor an amphitheater show, at which time their membership information could be distributed.

Recreation Master Plan

Chair Seifert provided a copy of the Laguna Woods Village Recreation Master Plan for the members to review. A member stated that it could be used as a guideline to provide input to the consultant when creating our Master Plan and to learn more about the changing demographics of our population before going any further. It was the consensus of the Committee to no longer discuss this issue.

New Budget 2014 AllocationsClubhouse Five Downstairs Carpeting

This project is with the Physical Property Committee.

Clubhouse Five Interior and Exterior Paint

This project is with the Physical Property Committee.

Hot Pool Shade Cover

Quotes were solicited to three (3) companies for a fixed shade cover, with only one quote being returned from Made in the Shade for \$46,440. Other types of shade products were discussed. It was recommended that a survey be conducted as to whether patrons want shade or not and to have the shareholder/members provide their ideas to the Recreation Supervisor. This project is under further investigation.

Chair Seifert called for a break from 3:15 to 3:30 p.m.

Purchase of Blue Arm Chairs – Funds have been set aside in the 2014 Budget to purchase additional blue arm chairs for Clubhouses One, Two, Three and Four. Three quotes were received for 122 chairs:

<u>Company</u>	<u>Cost</u>
Office Interiors Plus	\$16,547.74
American Seating	\$19,981.40
Furnishings Plus	\$20,797.00

Mr. Craig MOVED, seconded by Mrs. Damoci and carried unanimously –

TO recommend the Board authorized the purchase of 122 blue arm chairs from Office Interiors Plus at a cost of \$16,547.74, using funds from the Capital Portion of the 2014 Budget.

Donation of Spinet Piano

A donation request was received from the First Christian Church offering to donate a spinet piano for use in one of the clubhouses. The Recreation Supervisor stated that it could be used to replace the older piano in Clubhouse Two. Mr. Craig MOVED, seconded by Mr. Kravits and carried unanimously –

TO accept the generous donation of a spinet piano from the First Christian Church to replace the older piano in Clubhouse Two.

A letter of thanks will be sent to the church.

Amend Policy 1464.1, Exercise Room Rules

Policy 1464.1, Exercise Room Rules, outlines the guidelines established for residents using the Clubhouse Six Exercise Room. It is recommended that an exception be made to provide updated instruction for the treadmills and use of hula hoops and jump ropes in the stretching mat area. The proposed policies 1461.1, Pool Rules of Etiquette and 1464.2, Exercise Room Rules of Etiquette were also reviewed. Due to confusion, it was requested that the Recreation Supervisor redraft these proposed policies into one and bring it back to the February meeting.

CONTINUED BUSINESS

Guest/Shareholder Sign-In-Sheets, Implementation, Follow-Up

The new sign-in sheets have been implemented in all of the community facilities requiring sign-in sheets. A volunteer asked that she sit at a table at the Saturday Night Dance to ensure that shareholders and guests are signing in and has passed on information regarding the visitor situation. This item will be placed on the February agenda.

Discussion was held on the Follow-up sheets regarding the placement and issuance of the form. The Recreation Supervisor reported that the forms have been given to the custodial supervisor and will be placed on a table at each event, the forms are being handed out or stapled to each reservation, and that he will be monitoring this closely. An update will be provided at the February meeting. ✓

Café Proposal for Clubhouse Five

Discussion was held regarding the vending machines, cost to the Foundation for plumbing, commission from the vendor, location options for the vending machine café, adding more rest rooms on the first floor of Clubhouse Five, availability of food at the Pharmacy. Ms. Winkler MOVED, seconded by Mrs. Damoci –

TO recommend the Board approve the Café with vending machines in Clubhouse Five.

After discussing the needs of the shareholders, and providing use of a survey Mrs. Damoci called for the question and the motion was passed. The motion to the Board passed with three (3) no votes (Blake, Craig, Kravitz). Mr. Craig wanted it noted that his no vote was regarding location and restroom adequacy.

Sub-Committee Reports

Amphitheater Sub-Committee Report

Mr. Blake reported that he, Mrs. Damoci, the Community Facilities Manager and the Recreation Supervisor met with Terry Hill and Associates regarding ideas for the 2014 Amphitheater Season. He thanked Mr. Weaver for letting the sub-committee inform the agent of the additional funds allotted for this season. He reported that there could be as many as three (3) headliners for this season. As soon as a proposed schedule is available, it will be presented to the Committee.

Signage Sub-Committee Report

Mrs. Damoci reported that she is reviewing policies 1021, Posting Signs on Trust Property, 1405, Literature–Community Facilities, 1422, Marquee, and 1423, Bulletin Boards for combining into one policy.

Clubhouse One Lobby Furniture Sub-Committee Report

A presentation was given by Ms. Stone regarding the ideas of the sub-committee for the lobby of Clubhouse One. Items included were the need for electricity along the walls, use of desks, small tables and chairs found in storage to provide conversation seating, general operations for Clubhouse One usage, and the lack of parking. Funds of \$15,000 have been held from the 2013 Budget for this project. A floor plan will be developed and brought back to the February meeting.

Open Discussion

President's Comments

President Michaelides stated that there will be a meeting prior to the Monthly Board meeting on January 28, 2014, to discuss behavior at Committee meetings.

The President agreed with a member regarding the idea of a restaurant, moving the Golf Starter shack, etc., and stated that this is what the Chair was speaking about regarding the Master Plan. He also thanked the Chair for the conduct of the meeting.

Shareholder/Member Comments

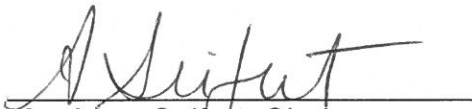
Shareholders spoke on replacing the blinds in Clubhouse Three and to replace only the missing slats, conducting a survey for the hot pool awning, a small theater in Clubhouse One, vending machines and the need for a café, replacing the carpet in Clubhouse One with wood or laminate flooring, sending thank you for attending letters are a waste of money, lack of parking at Clubhouse One, and to not move the café to Clubhouse One.

Committee Member Comments

Committee members spoke on a scaled-down version of the master plan, maintaining what is already in the community, concerned with the adequacy of restrooms for the proposed café in Clubhouse Five, consider Health Care Center room for café or restaurant, sign up sheet for pool & billiard rooms, being professional at meetings, having summer and winter hours for the proposed café, and that an apology will be relayed by a member to Ms. T. Furlow, Administrator of the Health Care Center.

ADJOURNMENT

Chair Seifert adjourned the meeting at 4:52 p.m.

A handwritten signature in cursive script, appearing to read 'A. Seifert', is written over a horizontal line.

Ms. Anne Seifert, Chair
RECREATION COMMITTEE

sd: 01/15/14

Next meeting: February 10, 2014

MOTIONS RECAP

- Recommended the Board authorize the purchase of 122 blue arm chairs from Office Interiors Plus at a cost of \$16,547.74.
- Accepted donation of a spinet piano from First Christian Church.
- Recommended the Board approve the proposed café with vending machines in Clubhouse Five.

ACTION ITEMS

- Recreation Supervisor to look into having the bar stools in the pool rooms recovered.
- Have the missing slats replaced in the Clubhouse Three lobby.
- Executive Director to bring a draft of Policy 1432, Liability Insurance, Caterers, to the February meeting and to look at Policy 1403, Commercial Use, and Policy 1460, Clubhouse Rules to see if parts of them can be combined into one policy.
- Chair Seifert to bring back Policy 1460, Clubhouse Rules, to the February meeting with suggested changes.
- Recreation Supervisor to send letter to Costco informing them of our commercial use policy and suggest that they sponsor an amphitheater show.
- Survey to be conducted regarding hot pool shade.
- Recreation Supervisor to redraft Policy 1464.1, Exercise Room Rules, and the new proposed etiquette to combine them into one policy and bring to the February meeting.
- Amphitheater sub-committee to bring proposed 2014 Amphitheater Show schedule to the Committee as soon as it is available.
- Clubhouse One Lobby Furniture sub-committee to develop a floor plan for review at the February meeting.