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## Board of Directors

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### **Agenda**

Clubhouse Four

Tuesday, January 26, 2016

10:00 a.m.

1. Call to Order/Pledge of Allegiance
2. Roll Call
3. President's Comments
4. Announcements
5. Service Awards
6. Shareholder/Member Comments

*Note: Foundation Shareholder/Members are permitted to make comments before the meeting business of the Board begins. Requests to speak must be registered in advance of the meeting and comments are limited to four (4) minutes.*

7. Consent Calendar – Approval of Board Committee Meeting Minutes (pp. 1-2)
8. Approval of Minutes
  - a. December 22, 2015 (pp. 3-10)
9. Business
  - a. Finance Committee
    - i. Acceptance of the December 2015 Financials (Ms. Stone, pp. 11-22)
  - b. ITS Committee
    - i. Deletion of ITS Manager position (Mr. Friedman, pp. 23-26)
    - ii. Approve Contract with TelePacific/cancel agreements with Time Warner, Verizon and Superwire (Mr. Friedman, pp. 27-30)
    - iii. Approve new Leisure World Web site (Ms. Snowden, pp. 31-34)
  - c. Physical Properties Committee
    - i. Approve Contract for Security Building Restroom Replacement (Ms. Snowden, pp. 35-38)
    - ii. Rescind Previous Board Action/Approve Replacement of Wall Sections L & M (Mr. Lukoff, pp. 39-42)

d. Publications Committee (Ms. Greer, pp.43-64)

- i. Amended Policy 2810-36, Community Submissions
- ii. Amend Policy 2811-36, Golden Rain News Coverage of Candidates Running for Public Office
- iii. Amend Policy 2825-36, Special Columns
- iv. Adopt Procedure 2840.1-36, Subscriptions Procedure
- v. Amend Policy 2840.2-36, Deadlines
- vi. Amend Policy 2840.3-36, Delivery and Subscriptions
- vii. Amend Policy 2840.4-36, News Stories
- viii. Amend Policy 2840.6, Obituaries
- ix. Amend Policy 2840.7-36, News Photos
- x. Amend Policy 2840.8-36, News Coverage
- xi. Amend Policy 2840.9-36, Collection Point
- xii. Amend Policy 2850-36, Advertising Commissions
- xiii. Amend Policy 2851-36, Advertising
- xiv. Amend Policy 2860-36, Advertising Rates
- xv. Amend Policy 2861-36, Advertising for Estate and Patio Sales
- xvi. Adopt Policy 4191-36, Commissions

e. Recreation Committee

- i. Approve Variance to Policy 1403-50, Commercial Use – City Expo (Ms. Rapp, pp. 65-66)
- ii. Approve Variance to Policy 1403-50, Commercial Use – Seal Beach Outreach Meetings (Ms. Rapp, pp. 67- 68)

f. Security, Bus & Traffic Committee

- i. Approval for Seal Beach Police Department entry to Leisure World for Fire Lane Enforcement Purposes (Mr. McGuigan, pp. 69-72)

10. Staff Reports

- a. Controller's Report – Ms. Miller
- b. Executive Director's Report – Mr. Ankeny

11. Board Member Comments

12. Next Meeting/Adjournment

- a. Tuesday, February 23, 2016, 10:00 a.m., Clubhouse Four

In accordance with Civil Code 4090, the Foundation will make available a summary of the meetings where a quorum of the Board was present. A quorum of the Board was present at the following six Committee meetings:

- Minutes of the Physical Property Committee Board Meeting of December 2, 2015
- Minutes of the Special Finance Committee Board Meeting of December 4, 2015
- Minutes of the Mutual Administration Committee Board Meeting of December 8, 2015
- Minutes of the Security, Bus & Traffic Committee Board Meeting of December 9, 2015
- Minutes of the Recreation Committee Board Meeting of December 14, 2015
- Minutes of the Finance Committee Board Meeting of December 15, 2015

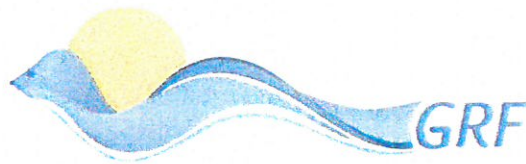
Using a consent calendar format, the GRF Board of Directors is requested to approve these Committee Board meeting minutes in one motion.

These Committee Board meeting minutes will be available on the Foundation's website for view after approval. If you would like a hard copy of the minutes, please see a staff member in the Administration Office.

Thank you.

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**BOARD OF DIRECTORS MEMBERS MEETING MINUTES- GOLDEN RAIN FOUNDATION**  
**December 22, 2015**

Call to Order

Vice President Damoci called the regular monthly meeting of the Golden Rain Foundation (GRF) Board of Directors (BOD) members to order at 10:00 a.m., on Tuesday, December 22, 2015, in Clubhouse Four.

Pledge of Allegiance

We were honored today to have Major Fred Seiler, of the Salvation Army, to lead us in the Pledge of Allegiance.

Roll Call

The Corporate Secretary reported that Board members R. Stone, Pratt, Snowden, Hood, Wood, Rapp, Damoci, Reed, Doder, Greer, Lukoff, Friedman, and Moore were present. Board Members Bolton, McGuigan, Perrotti, L. Stone, and Winkler were absent. Executive Director Ankeny and Controller Miller were also present. Thirteen Board members were present, seven constituted a majority.

Announcements/Service Award Presentation

The Committee meeting schedule is published in the *Golden Rain News*. All committee meetings are open to Shareholder/Foundation members.

Four service awards were acknowledged this month:

The GRF Vice President recognized the following service anniversaries:

George Madrid	Service Maintenance	20 years of service
Lorene Christian	Security Department	25 years of service

The Chief of Security recognized two employees, Kathleen McCormick, 5 years of service and Linda Williams, 10 years of service, who were unable to attend today's meeting to accept their service anniversary awards due to illness.

President's Comments

The GRF President was unable to attend today's meeting; therefore, no Presidential comments were offered.

## Shareholder/Member Comments

Eight shareholder/members spoke on various topics concerning the operations of the community.

**NOTE:** Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting and comments are limited to four minutes.

## **CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES**

In accordance with Civil Code 4090, the Foundation has made available a summary of the meetings where a quorum of the Board was present. Quorums of the Board were present at seven Committee meetings in October and November. The Committee minutes for these meetings were approved earlier this month by their respective Committees:

- Minutes of the ITS Committee Board Meeting of October 13, 2015
- Minutes of the Special Physical Property Committee Board Meeting of November 4, 2015
- Minutes of the Special Finance Committee Board Meeting of November 5, 2015
- Minutes of the Recreation Committee Board Meeting of November 9, 2015
- Minutes of the Mutual Administration Committee Board Meeting of November 10, 2015
- Minutes of the Executive Committee Board Meeting of November 13, 2015
- Minutes of the Architectural Design Review Committee Board Meeting of November 23, 2015

The method with which these minutes will be approved is the Consent Calendar, which means any item placed on the Consent Calendar can be approved in one motion.

The Consent Calendar was approved, by general consent of the Board, as distributed.

The Committee Chairs are asked to stop by the Board Office within the next five business days to sign their approved Board Committee minutes. Once they are all signed, they will be posted to the website.

## **APPROVAL OF BOARD MEETING MINUTES**

The minutes of the November 24, 2015 and December 4, 2015 Golden Rain Foundation Board meetings were approved, as distributed, by general consent of the Board.

## **NEW BUSINESS**

### Ad Hoc Committee Establishment, Standing Committee Charter Review

Pursuant to Article VIII of the Golden Rain Foundation of Seal Beach Bylaws, it is recommended to appoint, subject to the approval of the Board, an Ad Hoc Committee to review and amend all standing committee charters (Policies 5110-30, Executive Committee; 5115-38, Finance Committee; 5118-34, ITS Committee; 5125-36, Communications Committee; 5130-70, Physical

Property Committee; 5135-50, Recreation Committee; 5145-37, Security Committee; 5160-30, Architectural Design and Review Committee, and 5165-33, Mutual Administration Committee).

Mrs. Damoci MOVED, seconded by Mrs. Reed - and carried unanimously by the Board members present-

TO approve a Standing Committee Charter Ad Hoc Committee to

review all standing committee policies for possible amendment as

follows:

1. The general purpose of the Standing Committee Charter Ad Hoc Committee is the review, recommendation and amendment to the Charters governing GRF Standing committee duties and oversight.

2. The Ad Hoc Committee functions in an advisory or consultative capacity under section 1.1, as noted in the previous sentence, unless the purpose of the Ad Hoc Committee is amended and approved by a majority vote of the BOD.

3.1 In accordance with article VII of the Bylaws, the Ad Hoc Committee chair and members shall be appointed by the president and approved by action of the BOD.

3.2 The Ad Hoc committee shall consist of the following: Chairperson of the ADRC, Chairperson of the Communications Committee, Chairperson of the Executive Committee, Chairperson of the ITS Committee, Chairperson of the Finance Committee, Chairperson of the Mutual Administration Committee, Chairperson of the Physical Properties Committee, Chairperson of the Recreation Committee, Chairperson of the Security Bus and Traffic Committee, and the Committee Chair, Vice President.

4. The Ad Hoc Committee shall exist unless removed by majority vote of the BOD or until such time the BOD has reviewed recommendations of the Ad Hoc Committee on standing Committee Charters.

## **Communication Committee**

### Amend Policy 5125-36, Communications Committee

At the regular meeting of the Communications Committee on December 10, 2015, the Committee reviewed the general functions of the Committee and determined the general scope of the Committee's oversight is related to GRF publications (News, Phonebook, Magazines, etc.). The use of the term "communication" may cause some conflict with other GRF communications work products (ex.: web-based communications).



The consensus of the Committee was to recommend the GRF BOD amend Policy 5125-36, Communications Committee, changing the name to Publications Committee (draft of amended policy provided in agenda packet).

Ms. Greer MOVED, seconded by Mr. Hood and carried unanimously by the Board members present-

TO amend Policy 5125-36, changing the Communications  
Committee name to the Publications Committee.

### **Executive Committee**

#### Adopt Policy 5024-30, Committee Structure

At its meeting on December 11, 2015, the Executive Committee unanimously recommended the adoption of Policy 5024-30, Committee Structure. Policy 5024-30, Committee Structure, clarifies the formation of Sub-committees and Ad Hoc committees.

Ms. Rapp MOVED, seconded by Ms. Greer and carried unanimously by the Board members present-

TO adopt Policy 5024-30, Committee Structure, to clarify the  
formation of Sub-committees and Ad Hoc committees.

### **Finance Committee**

#### Approve November 2015 Financials

Mr. Hood MOVED, seconded by Ms. Rapp and carried unanimously by the Board members present-

TO accept the November 2015 Financial Statement for audit.

#### Approval of Lease for Computer Club

Mr. Hood MOVED, seconded by Mr. Lukoff and carried unanimously by the Board members present-

TO remove from the agenda the item under 9. New Business,  
Executive Committee, number b.ii., Approve Lease for Computer  
Club, based on the Computer Club's Board of Directors' decision that  
the Club no longer required dedicated room space.

### Approve NSBN 2015 Audit Services Extension

In 2013, initiated by the Finance Committee and approved by the Board, NSBN extended their current pricing of \$110,000 for the annual audits of GRF and all Mutuals and for tax return preparation and filing for GRF and all Mutuals and \$6,000 for the 401K audit, a total of \$116,000, through 2015. In September 2015, the Board approved the bid proposal from NSBN covering the years 2015, 2016 and 2017. In the accepted proposal, the fee for 2015 is \$134,500. This is \$18,500 more than the agreed upon fees in 2013 for the 2015 audit period.

Upon notifying NSBN of the Board's decision to accept their bid for the years 2015, 2016 and 2017, NSBN expressed their willingness to honor the initial 2015 fees totaling \$116,000 to cover both the 2015 financial and the 401(K) audits and tax preparation and filings for GRF and all Mutuals and requested to extend their bid prices to the audit years of 2016, 2017 and 2018.

At its regular scheduled meeting held on December 15, 2015, the Finance Committee passed a motion to recommend to the Board to accept NSBN's offer as stated (provided in the agenda packet).

Mr. Hood MOVED, seconded by Mrs. Reed and carried unanimously by the Board members present-

TO approve the engagement of services of NSBN to perform the 2015 annual financial and 401(k) audits and to prepare and file tax returns for GRF and all Mutuals at the rate of \$116,000 and to extend NSBN's pricing originally intended for the audit periods of 2015, 2016 and 2017 to the audit periods of 2016, 2017 and 2018.

### Rescind Obsolete Procedures

At its December 15, 2015, the Finance Committee recommended that numerous obsolete procedures be rescinded.

Ms. Snowden MOVED, seconded by Mr. Friedman and carried unanimously by the Board members present-

TO rescind obsolete procedures:

Procedure 2242-31 – Mutual Finance Reports  
Procedure 2251-31 – Assessed Valuation & Homeowner's Exemption  
Procedure 2271-31 – Checks Drawn to the Order of GRF  
Procedure 2272-31 – Petty Cash Procedures  
Procedure 2284-31 – Property Run Procedure  
Procedure 2285-31 – Collection Procedures  
Procedure 2289-31 – Insurance Broker Service  
Procedure 3321.8-31 – Purchase Requisition Approval  
Procedure 3321-31 – Purchase Orders



Procedure 3321.5-31 – Purchase Requisition Procedure  
Procedure 3321.6-31 – Purchase Order Procedure  
Procedure 3321.7-31 – Invoice Approval for Payment  
Procedure 3322-31 – Credit Memorandums  
Procedure 2121-31 – Escrow Accounting Procedure  
Procedure 2241-31 – GRF Financial Reports

## **ITS Committee**

### Approve Broadband Agreement

At the regular meeting of the ITS Committee on December 8, 2015, the Committee reviewed the recommendations for replacement of the wireless broadband agreement between FTS and GRF. Based on the SANS audit, network security would be enhanced through the establishment of a new broadband provider and associated equipment. The existing FTS Services (20 mbps) is provided at a cost of \$1,460 per month while the proposed TelePacific services (50 mbps) would be provided at a cost of \$1,099 per month.

It was with the unanimous approval of the Committee to recommend cancellation of the agreement between GRF and FTS and enter into a three (3) year agreement with TelePacific. Note: Upon approval, transition between service providers may require 30-60 days of parallel service to insure minimal disruption of required network connectivity.

Mr. Friedman MOVED, seconded by Ms. Snowden -

TO approve entering into a three (3) year agreement with TelePacific, per their quotation 112015, and authorize the President to sign the agreement. Upon securing and verification of services by TelePacific, the Executive Director is authorized to cancel services provided by FTS.

Two Board Members spoke on the motion.

The motion was carried unanimously by the Board members present.

## **Physical Property Committee**

### Purchase of Three Maintenance Vehicles

At its regular scheduled meeting on December 2, 2015, the Physical Property Committee reviewed options to purchase three (3) Maintenance/Physical Property electric vehicles. The 2016 Capital Budget reflects the addition of two (2) Service Maintenance Technicians and one (1) Physical Property Inspector, creating the need of these additional vehicles.

The Committee reviewed the cost and design of new and used options for the budgeted amount of \$10,000 each. The three (3) vehicles will be equipped with ladder racks, tool boxes and new batteries.

The Committee unanimously voted to recommend the GRF Board award a contract to Junior's Westcoast Golf carts for the purchase of three (3) preowned Club CarTurf 1 Golf Carts (Exhibit A). Electrical outlets will also be needed for the charging of these electric vehicles at an estimated cost of \$2,500, as well as the purchase of cab enclosures and windshield wipers, which are within the budgeted amount of \$30,000.

Mr. Lukoff MOVED, seconded by Ms. Rapp and carried unanimously by the Board members present-

TO approve the purchase of purchase three (3) used Club Car Turf1 Golf Carts from Junior's Westcoast Golf carts, install electrical outlets for the charging of the electric vehicles, windshield wipers, cab enclosures, at a cost not to exceed \$30,000, funding from the Capital Fund and authorize the Executive Director to initiate the purchase.

#### Janitorial and Custodial Contract for 2016-2018

The current contract for Janitorial and Custodial services will expire on December 31, 2015. On October 14, 2015, thirteen (13) invitations to bid for Janitorial and Custodial Services were sent out and five (5) companies responded.

At its November 9, 2015 meeting, the Recreation Committee found the following three (3) companies to be best suited and requested that interviews be scheduled:

- Commercial Cleaning Systems (CCS)
- Innovative Cleaning Services
- Pegasus Building Services

At a special meeting of the Recreation Committee on Monday, November 30, 2015, interviews with the three (3) selected companies were performed and, after reviewing all of the information provided, it was the recommendation of the Recreation Committee to request that the Board approve Pegasus Building Services to provide Janitorial and Custodial services for a three (3) year term from 2016-2018 (Proposal Recap provided in the agenda packet).

Mr. Hood MOVED, seconded by Ms. Rapp and carried unanimously by the Board members present-

TO approve the contract with Pegasus Building Services to provide Janitorial and Custodial services for a three (3) years in the following

amounts: Year 1- \$1,079,460 Annual, Year 2 - \$1,079,460 Annual,  
Year 3 - \$1,079,460 Annual, for a Three (3) year total of \$3,238,381  
and to authorize the President to sign the contract is requested.

#### **CONTROLLER'S REPORT**

The Controller's report was presented. The Controller announced that the Accounting staff is available to answer questions regarding increases in property taxes.

#### **EXECUTIVE DIRECTOR'S REPORT**

A printed copy of the Executive Director's report was provided to the Board Members.

#### **BOARD MEMBER COMMENTS**

Thirteen Board members spoke on topics related to today's Board of Directors' meeting.

#### **PRESIDENT:**

The Vice President wished shareholder/members, the Board of Directors and GRF staff happy holidays.

#### **ADJOURNMENT**

The meeting was adjourned at 11:23 a.m.

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Joy Reed, Corporate Secretary  
GRF Board of Directors  
dfb 12/22/15



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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** FINANCE COMMITTEE  
**SUBJECT:** APPROVE DECEMBER FINANCIAL STATEMENTS  
**DATE:** JANUARY 26, 2016  
**CC:** FILE

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At the regular meeting of the Finance Committee meeting on January 19, 2016, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the December 2015 Financial Statements for audit.

Board Action:

I move that the GRF Board of Directors accept the December 2015 Financial Statements for audit.

**RESOLUTION/MOTION ACTION RECORD****0126169.a.i.**

Resolution Type: Approve Financial Statements

Pertaining to: December 2015

Duly adopted at a meeting of the Board of Directors held: **01.26.16**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)



## Controller's Financial Recap – December 2015

As of the twelve-month period ended December 2015, the financial reports indicate that GRF is in a favorable financial position with a surplus of \$382,162.

Major variances are:

Salaries & Wages	185,921	Hours worked are below budget for various cost centers, mainly CC74.
Temporary Agency Fees	(63,648)	Temps used to fill key vacant positions
Employment Taxes & Benefits	249,190	Workers Comp \$183K due to 2014 refund of \$60K and \$37K plus a reduction in premiums eff. Aug; 401K ER match & Grp Ins. \$65K
Professional Fees	(41,580)	(\$25.5K) – Audit Fees (\$17K) - Bank svc fees, reserve study, board training.
Facilities Rentals & Maintenance	(59,617)	(\$50K) – Bldg & equip maint (\$25K) - Janitorial \$24K - Landscape contracts \$11K - Landscape extras (\$50K) – Sewer maintenance \$22K – Computer Maintenance
Newspaper Printing	(57,008)	Increase in number of pages printed; mini-bus schedule & LW maps.
News Advertising Income	(91,960)	(\$32K) – Telephone book advertising (\$71K) – Display advertising \$11K – Navigator advertising
Rental Income	154,581	Resales office
SRO Labor Cost Recovery	121,061	Actual labor exceeded budget

## Controller's Financial Recap – December 2015

### Reserve & Capital Expenditures:

<b>Projects</b>	<b>Approved</b>	<b>YTD Expenditures</b>	<b>Commitments</b>
Projects From Reserves	\$1,699,110	340,633	318,131
Capital Improvement Projects from 2014	1,922,673	1,100,879	466,295
Capital Improvement Projects – 2015	632,827	291,970	10,612

P.O. Box 2069  
Seal Beach CA 90740

Description			
	<b>Current Assets:</b>		
1122000	Cash & cash equivalents	496,961	
	Non-Restricted Funds	81,004	
	Receivables	682,626	
	Prepaid expenses	463,399	
	Inventory of maintenance supplies	<u>381,442</u>	
	<b>Total Current Assets</b>		<b>2,105,432</b>
	<b>Designated deposits</b>		
1211000	Contingency Operating Fund	706,642	
	Reserve Fund	6,290,766	
1212500	Capital Improvement Fund-GRF	1,288,673	
1213000	Liability Deductible & Hazard Fund	<u>202,571</u>	
	<b>Total designated deposits</b>		<b>8,488,653</b>
	<b>Notes Receivable</b>		
1411000	Notes Receivable	<u>14,428</u>	
	<b>Total Notes Receivable</b>		<b>14,428</b>
	<b>Fixed Assets</b>		
	Land, Building, Furniture & Equipment	30,705,940	
	Less: Accumulated Dep'n	<u>(20,771,710)</u>	
	<b>Net Fixed Assets</b>		<b>9,934,230</b>
	<b>Other Assets</b>		
	Premium on Municipal Bonds		<u>13,204</u>
	<b>Total Assets</b>		<b><u><u>20,555,946</u></u></b>

P.O. Box 2069  
Seal Beach CA 90740

Description

**Liabilities & Stockholders Equity**

**Current Liabilities:**

Accounts payable	618,389
Project Commitments	795,037
Accrued payroll & payroll taxes	589,221
Accrued expenses	356,065
Accrued property taxes	110,647

**Total Current Liabilities** **2,469,359**

**Total Liabilities** **2,469,359**

**Stockholders' Equity**

**Mutuals' Beneficial Interest**

3211000	Contingency Operating Reserve Equity	706,643
3212000	Reserve Equity	5,972,635
3213000	Equity in Capital Improvement Fund	811,767
3310000	Beneficial Interest in Trust	4,602,614

**Total Mutuals' Beneficial Interest** **12,093,659**

**Membership interest**

Membership certificates of 844 shares @ \$200 par value, and 5,764 shares @ \$250 par value, authorized, issued and outstanding	1,609,800
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Additional paid-in-capital **4,865,923**

**Total Paid-in-Capital** **6,475,723**

**Excess Income**

Current Year **(482,794)**

Total Excess Income **(482,794)**

**Net Stockholders' Equity** **18,086,587**

**Total Liabilities & Stockholders' Equity** **20,555,946**

**Golden Rain Foundation  
Cash Flow Activity - All Reserves  
For the Month of December 2015**

	Contingency Operating Fund	Reserve Fund	Capital Improvement Fund	Committed Funds	Liability Insurance Fund	Other Restricted	Nonrestricted Funds	Total
<b>Balance 11/30/2015</b>	<b>697,674</b>	<b>6,206,569</b>	<b>1,374,502</b>	<b>(0)</b>	<b>200,000</b>	<b>-</b>	<b>48,512</b>	<b>8,527,256</b>
Funded: Assessments		83,337						83,337
Funded: Membership Fees collected (82)		44,936	91,233					136,169
Funded: M17 Lease Fees collected		-						-
Funded: Interest on Funds	8,969	2,312	17,036		2,571			30,888
Progress Payments on CIP								-
Expenditures		(46,387)	(194,098)					(240,485)
Commitments								-
Replenish funds for Donated Assets								-
Net Monthly Claims								-
Disbursement to Mutuals								-
Transfers between funds								-
Interest Income Allocation								-
Net Monthly Activity						-	32,492	32,492
<b>Balance 12/31/2015</b>	<b>706,642</b>	<b>6,290,766</b>	<b>1,288,673</b>	<b>(0)</b>	<b>202,571</b>	<b>-</b>	<b>81,004</b>	<b>8,569,656</b>
 Net Activity	 8,969	 84,197	 (85,828)	 -	 2,571	 -	 32,492	 42,400



**Golden Rain Foundation**  
**Quick Balance Sheet Analysis**  
**For the Period Ended December 31, 2015**

**SELECTED BALANCE SHEET ITEMS**

	Current Balance	Prior Month	Increase (Decrease)
Cash In Bank	496,961	150,806	346,155
Current Assets	10,594,085	10,540,150	53,935
Current Liabilities	2,469,359	2,275,312	194,047
Current Ratio	4.29	4.63	
Designated Deposits:	8,569,657	8,527,256	42,401
Reservet Fund			
Liability & Disaster Insurance Fund			
Capital Improvement Fund			
Contingency Operating Fund			
General Operating Fund			
Other Restricted Fund			
Committed Fund			

**RESULT OF OPERATIONS**

Current Month	Actual	Budget	Variance	%
Income	1,259,186	1,231,990	27,196	2.21
Expense	1,512,240	1,234,795	(277,445)	(22.47)
Net Materials Recovery(Pass Thru)	0	0	0	
<b>Excess Income or (Expense)</b>	<b>(253,054)</b>	<b>(2,805)</b>	<b>(250,249)</b>	
Year To Date	Actual	Budget	Variance	%
Income	15,163,812	14,949,709	214,103	1.43
Expense	14,781,650	14,949,709	168,059	1.12
Net Materials Recovery(Pass Thru)	0	0	0	
<b>Excess Income or (Expense)</b>	<b>382,162</b>	<b>0</b>	<b>382,162</b>	

Full Time Equivalents		
For the Month	Average YTD	Planned - 2015
152.37	152.02	154.28

2015 Reserve Expenditures

Center	Description	Budget Amount	Additional Approved	Total Approved				Remaining Balance	Labor	Variance
					Jan-Nov	Dec	Total			
30	Replace blinds in Admin. Building- 1st Floor (712-14)	-	3,372.00	3,372	3,610.88		3,610.88	(238.88)		(238.88)
30	Replacement of two automatic doors- Admin. Building	-	15,000.00	15,000	-		0.00	15,000.00		15,000.00
34	St. Andrews & North Gate Server Replacements (Incl. 10% contingency)	3,300		3,300	-		0.00	3,300.00		3,300.00
34	Server Rack Cabinet UPS Backup Power Unit (Incl. 10% contingency)	3,300		3,300	-		0.00	3,300.00		3,300.00
34	Replace Wireless Access Points at Clubhouses (Incl. 10% contingency)	8,800		8,800	-		0.00	8,800.00		8,800.00
34	Network and Systems- Replacement		17,501	17,501	-		0.00	17,501.00		17,501.00
35	Reupholster Furniture	4,500		4,500	4,300.16		4,300.16	199.84		199.84
36	Replacement of Carpeting (first Floor & Stairs) (745-15-0701)		13,115	13,115	10,420.50		10,420.50	2,694.50	15,977.00	(13,282.50)
45	Replace Rigging Amphitheater Stage (727-15) (Completed)	25,000	3,159	28,159	25,599.00		25,599.00	2,560.00		2,560.00
45	Paint Amphitheater (728-15) (Completed)	6,000	1,450	7,450	7,450.00		7,450.00	0.00		0.00
45	Refinish Flooring- Amphitheater (729-15) (Completed)	8,000	4,865	12,865	12,865.00		12,865.00	0.00		0.00
48	Replace Hot Tub Cover	2,500		2,500	1,887.04		1,887.04	612.96		612.96
48	Install new pool heater (755-15)	-	19,800	19,800	-		0.00	19,800.00		19,800.00
51	BBQ Replacement	3,500	(137)	3,363	3,323.50		3,323.50	39.50	312.00	(272.50)
51	25 Long Tables	2,500	(163)	2,337	2,337.19		2,337.19	(0.19)	230.75	(230.94)
51	30 Card Tables	2,500	(157)	2,343	2,658.02		2,658.02	(315.02)	195.00	(510.02)
51	40 Arm Chairs	6,000	65	6,065	6,057.94		6,057.94	7.06	117.00	(109.94)
51	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
52	2 Portable Microphone Systems	4,000		4,000	2,777.76		2,777.76	1,222.24		1,222.24
52	40 Arm Chairs	6,000	65	6,065	6,057.94		6,057.94	7.06	58.50	(51.44)
52	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
53	4 Portable Microphone Systems	8,000		8,000	5,555.52		5,555.52	2,444.48		2,444.48
53	40 Arm Chairs	6,000	66	6,066	6,057.94		6,057.94	8.06	117.00	(108.94)
53	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
54	30 Round Tables, 60" diameter	5,000	(1,159)	3,841	3,841.11		3,841.11	(0.11)		(0.11)
54	2 Portable Microphone Systems	4,000		4,000	2,777.76		2,777.76	1,222.24		1,222.24
54	40 Arm Chairs	6,000	65	6,065	6,057.93		6,057.93	7.07	117.00	(109.93)
54	Recover Partitions	6,000		6,000	-		0.00	6,000.00		6,000.00
54	New Kitchen Floor (3366-15P) (Completed)	4,500		4,500	3,900.00		3,900.00	600.00		600.00
54	Emergency Generator	2,500		2,500	-	1,597.32	1,597.32	902.68		902.68
54	Holiday Tree (1)	-	550	550	547.18		547.18	2.82		2.82
55	New Bathroom Flooring by Café (3370-15P) (Completed)	2,500		2,500	2,340.61		2,340.61	159.39		159.39
55	Replace Physical Property Conference Room chairs	-	3,676	3,676	-	3,676.32	3,676.32	0.00		0.00
56	1 Portable Microphone Systems	2,500		2,500	1,388.88		1,388.88	1,111.12		1,111.12
56	40 Arm Chairs	6,000	65	6,065	6,057.93		6,057.93	7.07	117.00	(109.93)
56	Holiday Tree (1)	-	1,099	1,099	1,094.33		1,094.33	4.67		4.67
74	Remodel Service Mtn C ofc (lights, paint, carpet, work stations) (726-14) (Completed)	17,000	4,404	21,404	20,925.04		20,925.04	478.96	5,008.25	(4,529.29)
74	Remodel Service Mtn C ofc (Break Room Flooring) (726-14) (Completed)	-	6,589	6,589	6,043.09		6,043.09	545.91		545.91
79	Street resurfacing, St. Andrews Drive	760,000		760,000	-		0.00	760,000.00		760,000.00
79	56 Trees Replaces in street medians	125,000		125,000	-		0.00	125,000.00		125,000.00
79	Main Gate Beautification - Globe (730-15B)	50,000	113,270	163,270	104,940.00		104,940.00	58,330.00		58,330.00
79	Perimeter wall sections B (591-01B-B)	-	350,000	350,000	31,731.80		31,731.80	318,268.20		318,268.20
79	CH3/Library- concrete replacement (747-15-0718)	-	50,000	50,000	-	41,113.80	41,113.80	8,886.20		8,886.20
	<b>Total Planned Reserve Expenditures</b>	<b>1,090,900</b>	<b>608,210</b>	<b>1,699,110</b>	<b>294,245.59</b>	<b>46,387.44</b>	<b>340,633.03</b>	<b>1,358,477.29</b>	<b>22,249.50</b>	<b>1,336,227.79</b>

Capital Improvement Fund Carryover from 2014

Center	Description	Budget Amount	Additional Approved	Total Approved	EXPENDITURES			Remaining Balance	Labor	Variance
					Jan-Nov	Dec	Total			
30	Admin. Building Remodel 2014 (Lighting) (ARB2014)	1,000		1,000	-		0.00	1,000.00	117.00	883.00
32	Barcode label printer	1,000		1,000	-		0.00	1,000.00		1,000.00
34	Surveillance Camera Expansion	1,000		1,000	1,379.65		1,379.65	(379.65)	522.00	(901.65)
34	Jenark System	53,571	8,215	61,786	48,929.75	7,987.50	56,917.25	4,868.75		4,868.75
37	Automated Pedestrian Gate (719-14) (Completed)	15,000		15,000	8,943.00		8,943.00	6,057.00		6,057.00
37	4 Visitor Admissions Printers	4,000		4,000	-		0.00	4,000.00		4,000.00
37	Portable security cameras for outdoor use	558		558	408.79		408.79	149.21		149.21
79	Resales Office Remodel (725-14)	70,000		70,000	40,106.91		40,106.91	29,893.09	13,669.50	16,223.59
79	Perimeter wall sections R (591-01B-R) (Completed)	10,156		10,156	9,910.00		9,910.00	246.00		246.00
79	Perimeter wall sections A (591-01B-A)	341,850	97,850	439,700	386,614.00		386,614.00	53,086.00		53,086.00
79	Perimeter wall sections J & K (591-01B-JK)	702,900		702,900	69,075.75		69,075.75	633,824.25		633,824.25
79	Westminster Wall Section L & M/ Engineering (668-11B)	23,475		23,475	2,500.00		2,500.00	20,975.00		20,975.00
79	Landscape Improve.- Canoe Brook/El Dorado (713-14) (Completed)	26,777		26,777	26,776.50		26,776.50	0.50		0.50
79	In-Rd Light Plan-St.Andrews-Lighted Crosswalk(702-14) (Completed)	80,750		80,750	80,750.00		80,750.00	0.00		0.00
79	St. Andrews Improvement @ Tam O'Shanter (721-14) (Completed)	59,463		59,463	49,400.00		49,400.00	10,063.00		10,063.00
79	Street Painting (708-14-PS) (Completed)	56,494		56,494	58,494.00		58,494.00	(2,000.00)		(2,000.00)
79	St. Andrews Gate Improvements (723-14)	50,000		50,000	8,370.00	820.00	9,190.00	40,810.00		40,810.00
79	Del Monte Drive Removal & Replacement (722-14) (Completed)	154,234		154,234	145,733.00		145,733.00	8,501.00		8,501.00
79	Bridge Repairs @ Burning Tree & Del Monte (3361-14P) (Completed)	4,380		4,380	4,380.00		4,380.00	0.00		0.00
79	Pharmacy Pedestrian Circulation and Ramp Design (710-14)	50,000		50,000	50,000.00		50,000.00	0.00		0.00
79	Re-Roofing Community Facilities Buildings - CH1 (711-14) (Completed)	90,000		90,000	33,656.36	56,343.64	90,000.00	0.00		0.00
79	Paint Front Gate Security Building (716-14) (Completed)	15,000		15,000	6,850.00		6,850.00	8,150.00		8,150.00
79	Paint Exterior Resales Building (718-14) (Completed)	5,000		5,000	3,450.00		3,450.00	1,550.00		1,550.00
<b>Total Planned Capital Acquisitions</b>		<b>1,816,608</b>	<b>106,065</b>	<b>1,922,673</b>	<b>1,035,727.71</b>	<b>65,151.14</b>	<b>1,100,878.85</b>	<b>821,794.15</b>	<b>14,308.50</b>	<b>807,485.65</b>

From 2013 Capital Carryover 25,156

From 2014 Capital Carryover 1,791,452

**Total Carried to 2015 Capital Improvement Fund @1/1/2015 1,816,608**



2015 Capital Plan

Center	Description	Originally Approved	Additional Approved	Total Approved	Authorized By	Authorized Date	EXPENDITURES			Remaining Balance	Labor	Variance
							Jan-Nov	Dec	Total			
22	Back Hoe attachment	15,000	(15,000)	-	EC	5/12/2015	-		0.00	0.00		0.00
						5/12/2015 & 10/27/15	-	35,026.00	35,026.00	4,974.00		4,974.00
22	Front-End Loader with Backhoe or Bobcat (Pre-owned)	-	40,000	40,000	EC/BOD		-		0.00	5,000.00		5,000.00
22	Water storage, pump and hose	5,000	-	5,000			-		3,358.80	641.20	136.50	504.70
22	Evacuation chairs (2)	4,000	-	4,000	EC	4/14/2015	3,358.80		3,358.80	169.29		169.29
32	Pallet Racking System (2016 Approved Capital)	-	3,000	3,000	FC	10/20/2015	-	2,830.71	2,830.71	2,500.00		2,500.00
33	Caregiver pass printer	3,000	(500)	2,500	EC	4/14/2015	-		0.00	662.40		662.40
34	Credit Card POS Solutions	5,500	(4,502)	998	ITSC	3/10/2015	1,077.84		1,077.84	(79.84)		(79.84)
34	Second Server/Rm Mods (744-15 - Second Server Rm System)	63,800	(3,800)	60,000	BOD	5/26/2015	47,007.65	3,500.00	50,507.65	9,492.35		9,492.35
34	Main Server Room Modifications (734-15 - Server Room Mods)	6,600	-	6,600	ITSC	3/10/2015	5,706.36	231.24	5,937.60	662.40		662.40
34	CH4 Technology Enhancements	44,000	-	44,000			-		0.00	44,000.00		44,000.00
34	Visual Display Solutions	22,000	-	22,000			-		0.00	22,000.00		22,000.00
34	SANS Audit- Equipment	-	15,943	15,943	BOD	11/5/2015	-	15,942.53	15,942.53	0.47		0.47
36	Backup Server - Macintosh	9,663	2,019	11,682	BOD	2/24/2015	11,717.08		11,717.08	(35.08)		(35.08)
36	Dell Workstation Monitors	1,416	-	1,416	BOD	2/24/2015	1,397.27		1,397.27	18.73		18.73
36	6 Work Stations and 1 Reception (745-15-0701)	-	20,000	20,000	BOD	9/22/2015	-	16,454.79	16,454.79	3,545.21	984.75	2,560.46
37	Radar Trailer	9,000	(1,230)	7,770	SBT	3/11/2015	8,391.60		8,391.60	(621.60)		(621.60)
37	Patrol Car Security Cameras	3,000	(140)	2,860	SBT	4/8/2015	2,807.55		2,807.55	52.45		52.45
37	Security Camera Monitors	3,000	(1,000)	2,000	SBT	7/8/2015	1,610.58		1,610.58	389.42		389.42
37	Security Lobby Safety Panels (740-15)	-	8,095	8,095	SBT	7/8/2015	8,095.00		8,095.00	0.00		0.00
38	Swing out Stop Signs for Buses (Cancelled)	13,000	(13,000)	-	BOD	7/28/2015	-		0.00	0.00		0.00
38	In Bus Cameras	12,000	4,086	16,086	BOD	4/28/2015	16,086.00		16,086.00	0.00		0.00
38	Bus Backup Proximity Sensors	3,000	859	3,859	SBT	4/8/2015	2,339.02	969.74	3,308.76	550.24		550.24
40	Additional Sand Trap	4,000	-	4,000			-		0.00	4,000.00		4,000.00
51	BBQ Area Wind Wall & Electrical Line (737-15A) (Completed)	5,000	(3,100)	1,900	RC	5/11/2015	1,900.00		1,900.00	0.00		0.00
54	Conference Room Mic System	12,000	(3,459)	8,541	RC	3/9/2015	8,840.06		8,840.06	(299.06)		(299.06)
56	Ballet Barre	2,000	-	2,000	RC	3/9/2015	987.44		987.44	1,012.56		1,012.56
56	Nustep Machine	-	4,442	4,442	FC	11/17/2015	-	4,408.60	4,408.60	33.44		33.44
70	Install Swing Gate at 1.8 acres	-	6,000	6,000	FC	9/9/2015	-	5,200.00	5,200.00	800.00		800.00
70	Physical Property 4 Workstations (758-15) (2016 Approved Capital)	-	9,135	9,135	FC	11/17/2015	-	9,135.16	9,135.16	0.00		0.00
70	Inspector Vehicles (1) electric (2016 Approved Capital)	-	10,000	10,000	BOD	12/22/2015	-		0.00	10,000.00		10,000.00
74	Maintenance Vehicles (2) electric (2016 Approved Capital)	-	20,000	20,000	BOD	12/22/2015	-		0.00	20,000.00		20,000.00
79	ADA Improvement Main Parking Lot (710-14- Add. Funding for Cap. Carryover proj.)	-	59,000	59,000	BOD	3/24/2015	41,700.80		41,700.80	17,299.20		17,299.20
79	Globe - Replacement of Continents (743-15)	-	180,000	180,000	BOD	9/4/2015	-		0.00	180,000.00		180,000.00
79	Landscape CH3 Library Patio	-	6,000	6,000	FC	10/20/2015	-		0.00	6,000.00		6,000.00
79	Outdoor Furniture	-	35,000	35,000	BOD	11/24/2015	-	35,247.91	35,247.91	(247.91)		(247.91)
Total Planned Capital Acquisitions		245,979	377,848	623,827			163,023.05	128,946.68	291,969.73	331,857.47	1,121.25	330,736.22

YTD Collected and Allocated Membership Fees: 1,193,232

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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** ITS COMMITTEE  
**SUBJECT:** DELETION OF STAFF POSITION  
**DATE:** JANUARY 12, 2016  
**CC:** FILE

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At the regular scheduled meeting of the ITS Committee on January 12, 2016, the Committee reviewed and discussed options for the ongoing oversight of the GRF network. In review of the ever growing requirements to maintain the network and the security of the network, the committee noted an IT service provider provides strengths:

1. **Gain access to exceptional capabilities.** Instead of just the knowledge of one person, GRF would benefit from the collective experience of a team of IT professionals. IT service companies require their IT staff to have proper and up to date industry training and certifications as well as the ability able to tap in to and leverage a global knowledge base, having access to world class capabilities.
2. **Reduce Risk.** Keeping up with technology required to protect our network is extremely time consuming and changes with each second with new threats. Because professional IT service providers work with multiple clients and need to keep up on industry best practices, they typically know what is needed. This kind of knowledge and experience dramatically reduces our risk in gaining access to resources not available internally.
3. **Trained, Experienced, Qualified, Certified.** Maintaining assure all IT service individuals are qualified. Certifications like Microsoft Certified Systems Engineer (MCSE) is important, but so is ongoing training and experience.
4. **Qualified doesn't Equal Experienced.** Few problems are new for leading IT service companies, which see related problems multiple times. An in-house IT employee leads an isolated existence no matter how much they train.
5. **Quickly Implement New Technology.** A quality IT service organization will have the resources to start new projects right away. Handling the same project in-house might involve weeks or months to train in-house staff and provide the support they need. For most implementations, quality IT service companies will bring years of experience in the beginning, saving time and money.

It was the unanimous approval of the Committee to recommend the removal of the staff position of Information Technology Services Manager and move core position duties to an IT services company. Minor functions of the position will be transferred to existing staff.

I move to approve the deletion of the staff position of Information Technology Services Manager.

**RESOLUTION/MOTION ACTION RECORD**

0126169.b.i.

Resolution Type: Delete staff position

Pertaining to: IT Service manager

Duly adopted at a meeting of the Board of Directors held: 01.26.16

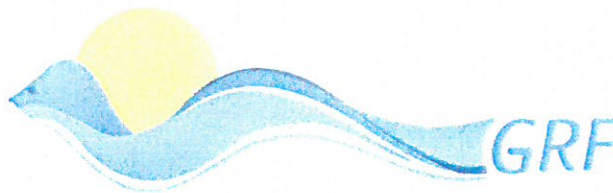
Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)

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## BOARD ACTION REQUEST

**TO:** BOARD OF DIRECTORS  
**FROM:** ITS COMMITTEE  
**SUBJECT:** BROADBAND AGREEMENT  
**DATE:** JANUARY 13, 2016  
**CC:** FILE

At the regular meeting of the ITS Committee on January 12, 2016, the Committee reviewed the recommendations for replacement of the fiber optic/hard wire broadband agreements between Verizon, Time Warner and Superwire. Based upon the SANS audit, network security would be enhanced through the establishment of a new broadband provider and associated equipment, as well as enhanced performance and speed.

Provider	Location	Speed	Price/Month	Speed	Telepacific	Notes
FTS Broadband Fiber 50 Mbps	Admin	20Mbps	\$415.00	50Mbps		30 Mbps Increase
FTS Broadband Wireless 50 Mbps	Security	20Mbps	\$415.00	50Mbps	\$1,099.00	30 Mbps Increase
FTS Broadband Via Meraki Mesh	Yard	20Mbps	\$415.00	50Mbps		30 Mbps Increase
FTS Broadband Via Meraki Mesh	Library	10Mbps	\$215.00	50Mbps		40 Mbps Increase
Verizon DSL	Clubhouse 1	5Mbps	\$117.00	50Mbps	\$1,150.00	45 Mbps Increase
Verizon DSL	Clubhouse 2	5Mbps	\$110.00	50Mbps		45 Mbps Increase
Time Warner	Clubhouse 3	50Mbps	\$0.00	50Mbps		
Time Warner	Clubhouse 4	50Mbps	\$0.00	50Mbps		
Time Warner	Clubhouse 5	50Mbps	\$0.00	50Mbps		
Verizon FiOS	Clubhouse 6	50Mbps	\$140.00	50Mbps		
Verizon FiOS	St. Andrews	20Mbps	\$61.00	50Mbps		30 Mbps Increase
Verizon FiOS	Admin	20Mbps	\$95.00	50Mbps		30 Mbps Increase
Superwire	Library	25Mbps	\$0.00			
Total			\$1,983.00	Total	\$2,249.00	

Note: Light Blue highlighted area approved at the December 22, 2015 meeting of the Board

It was with the unanimous approval of the Committee to recommend the cancelation of the agreement between GRF and Verizon, Time Warner and Superwire and enter into a three (3) year agreement with TelePacific (Exhibit A).

Note: Upon approval, transition between service providers may require 30-60 days of parallel service to insure minimal disruption of required network connectivity.

I move to approve entering into a three (3) year agreement with TelePacific, per their quotation 121015, and authorize the President to sign the agreement. Upon securing and verification of services by TelePacific, the Executive Director is authorized to cancel services as provided by Verizon, Time Warner and Superwire.

**RESOLUTION/MOTION ACTION RECORD****0126169.b.ii.**

Resolution Type: Approve contract

Pertaining to: Broadband provider TelePacific

Duly adopted at a meeting of the Board of Directors held: **01.26.16**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)





Section 1 Customer Information			
Account Number (existing acct)			
Company Legal Name	Leisure World		
Doing Business As (DBA)			
Contact Name		Contact Title	
Telephone Number		Fax Number	
Service Address:	13531 St Andrews Dr	City	Seal Beach
State	CA	Zip Code	90740
		E-mail	

**Section 2 TelePacific Services**  
TelePacific will provide Customer with the specified type and amount of Services at the rates, and terms and conditions listed below, and Customer shall accept and pay for Services under the Terms and Conditions to which Customer agreed on the Telecommunications Account Agreement that governs this Service Agreement.

Description of Services	Select Term Length (Yrs)	Quantity	Monthly Recurring Charge (MRC)	MRC Total
50M Tier 1 Access	3 Year	1	\$1,160.00	\$1,160.00
50M Tier 1 Port	3 Year	1	\$700.00	\$700.00
Internet	3 Year	1	\$100.00	\$100.00
P-N: 50M Tier 1 Access Discount	3 Year	1	(\$420.00)	(\$420.00)
P-N: 50M Tier 1 Port Discount	3 Year	1	(\$390.00)	(\$390.00)
SubTotal MRC:				\$1,150.00
LDAC, EUCC and EUCL Charges:				\$0.00
Total NRC:				\$0.00

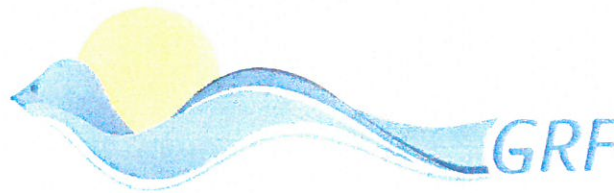
Federal, State and Local Taxes and Other Charges will be applied in accordance with the definitions stated at <http://www.insidetelepacific.com/rates/rates-telepacific.asp>

IN WITNESS WHEREOF each Party hereto has caused this Service Agreement to be executed by its duly authorized representative.

Agreed by: Customer Signature \_\_\_\_\_  
Customer Name (Print) \_\_\_\_\_  
Sales Representative Name \_\_\_\_\_  
Agreed by: Sales Manager Signature \_\_\_\_\_

Date \_\_\_\_\_  
Title \_\_\_\_\_  
Phone \_\_\_\_\_  
Date \_\_\_\_\_

The information and pricing contained in this Service Agreement is valid for a period of 30 days from December 10, 2015



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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** ITS COMMITTEE  
**SUBJECT:** WEBSITE ENHANCEMENTS  
**DATE:** JANUARY 12, 2016  
**CC:** FILE

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At the regular scheduled meeting of the ITS Committee on January 12, 2016, the Committee reviewed and discussed enhancements made to the Website ([www.lwsb.com](http://www.lwsb.com)) of the Golden Rain Foundation (GRF). The revised website (beta site at [www.goldenrainfoundationsealbeach.org](http://www.goldenrainfoundationsealbeach.org)) offers additional functionality as well as enhanced search capabilities. With the Board approval, the beta site will replace the current website with the web address remaining [www.lwsb.com](http://www.lwsb.com).

Current website development and templets are provided by AtHomeNet, at an annual cost of \$8,930 (GRF and 15 of the Mutual Corporations), including ancillary requirements.

*AtHomeNet (AHN) - \$1900.50/quarter for their services (this includes the LWSB website and 16 Mutual websites). All of our domain names are registered on Network Domains for \$608/year. Additional files hosted on DiscountASP's servers (AHN does not provide sufficient space for our needs) for \$180/quarter.*

In consideration of various options and providers for website development, Word Press was selected, offering the required functionality at a reasonable cost.

Proposed annual cost - \$678 (possible annual savings of \$8,252 over AHN), upon GRF and all Mutuals transitioning websites to WordPress.

The 2016 Budget included \$18,748 for website services, AHN and website hosting fees, including \$9,600 for website development. New website development was performed with in-house staff requiring no contacted services.

The Committee duly moved and approved to present the revised, improved and enhance website to the Board for general approval.

I move to approve the movement of the GRF website to WordPress as drafted on [www.goldenrainfoundationsealbeach.org](http://www.goldenrainfoundationsealbeach.org) to provide the look and functionality of the website and authorize the Executive Director to:

1. Initiate the required actions to transition the [www.goldenrainfoundationsealbeach.org](http://www.goldenrainfoundationsealbeach.org) into web address of [www.lwsb.com](http://www.lwsb.com)
2. Cancel agreements between AtHomeNet and DiscountASP's as GRF and the Mutuals transition to WordPress.

**RESOLUTION/MOTION ACTION RECORD**

0126169.b.iii.

Resolution Type: Approve web site agreement

Pertaining to: GRF web site

Duly adopted at a meeting of the Board of Directors held: 01.26.16

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

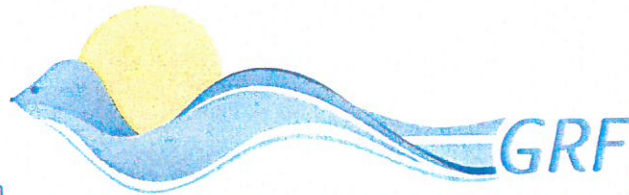
Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)

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**BOARD OF DIRECTORS**

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**TO:** BOARD OF DIRECTORS  
**FROM:** PHYSICAL PROPERTY COMMITTEE  
**SUBJECT:** SECURITY RESTROOM UPGRADES  
**DATE:** JANUARY 18, 2016  
**CC:** FILE

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At the regular scheduled meeting of the Physical Properties Committee (PPC), the Committee reviewed four bids from contractors to complete upgrades at the Main Gate Security restrooms as requested on the attached RFP, including replacement of fixtures, flooring, dividers, and counter tops. (See Exhibit A).

Contractor	Cost	Days to complete
Greco Design	\$42,600	35
Bergkvist Construction	\$45,000	28
Hadi Construction	\$87,000	40
Los Al Builders	\$112,000	60

The PPC unanimously recommended John Bergkvist General Contractors to complete the project for \$45,000. Reserves in the amount of \$12,850 have been allocated in the Reserve account and fully funded in 2015 (See Exhibit B).

The Finance Committee at its January 18, 2016 meeting, reviewed the request and has determined adequate funds exist within the GRF Reserves for this replacement.

I move to approve a contract to complete the Security Restroom Upgrades with John Bergkvist General Contractors, for a cost not to exceed \$45,000, as per specifications dated November 18, 2015, with funds coming from the Reserve Account and authorize the President to sign the contract.

**RESOLUTION/MOTION ACTION RECORD**

0126169.c.i.

Resolution Type: Approve contract

Pertaining to: Security Bldg. Restrooms Upgrades

Duly adopted at a meeting of the Board of Directors held: 01.26.16

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)

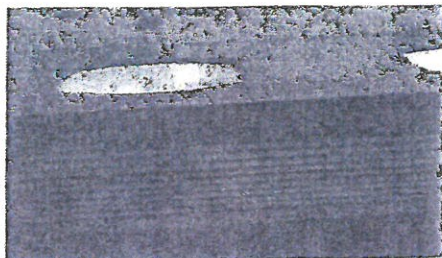
The Contractor agrees to provide the services listed herein for contract period to be negotiated.

- Remove all tile from walls, replace drywall if needed
- Remove and replace existing light fixtures with equivalent L.E.D type
- Remove and replace stall and urinal dividers with Scranton Products - Eclipse Partitions plastic dividers 55" standard (blueberry color) and backing for urinal



**1.800.445.5148 (tel: +18004455148)**

- Remove and replace sinks, faucets and countertop using Wilson art laminate countertop with under hung white china sinks #1 laminate choice Terra Roca #4838-38 #2 choice Safrom Tigrerns #4673-60



- Paint walls and ceiling
- Replace toilets and flush valves with high boy type
- Replace toilet paper and seat cover holders with brushed chrome type
- Replace tile floor with Marazzi Montagna Saddle 6"x24" porcelain (home depot) grout- saddle brown. Cove base the same as floor. Floor drains will need to be replaced and raised

Montagne Saddle 6 in x 24 in Glazed Porcelain Floor and Wall Tile (14 B3 sq ft / case)

**\$2.36** **\$24.72**

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5000 10 10000

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# EXHIBIT B

## COMPONENT INVENTORY GOLDEN RAIN FOUNDATION

threshold = 2,500

AS OF: 1/1/2015

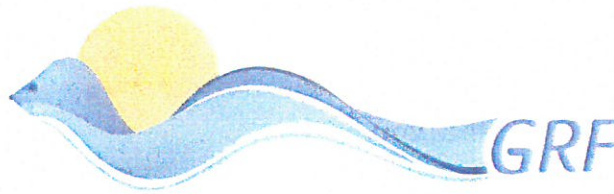
AS OF: 7/17/2015

CATEGORY / COMPONENT	ID#	APPROXIMATE QUANTITY	LIFE IN YRS		CURRENT COST	ANNUAL DEPRE	RESERVES			MONTHLY CONTRIBUTION		
			USEFUL	REMAIN			ACTUAL	REQUIRED	SURPLUS/ (DEFICIT)	CURRENT	RECOMMEND	
FLOORING												
carpeting	0701	300 sq yd	5	2	9,600 <sup>4</sup>	1,920	3,606	5,760	(2,154)	84.57	85.42	
RECREATION FACILITIES												
furnishings-security office	0801	1 multi area office	15	8	15,850 <sup>1</sup>	1,057	4,631	7,397	(2,766)	108.61	109.69	
<del>restrooms</del>	<del>0802</del>	<del>2 restrooms</del>	<del>20</del>	<del>0</del>	<del>12,850 <sup>4</sup></del>	<del>643</del>	<del>2,044</del>	<del>12,850</del>	<del>(4,806)</del>	<del>188.67</del>	<del>190.56</del>	
kitchen	0803	1 kitchen	20	10	2,800 <sup>6</sup>	140	876	1,400	(524)	20.56	20.76	
bike racks	0804	4 racks	30+	30+	0	0	0	0	0	0.00	0.00	
benches	0805	8 benches	20	15	4,000 <sup>4</sup>	200	626	1,000	(374)	14.68	14.83	
MISCELLANEOUS												
fire extinguishers	0901	operating budget	n/a	n/a	0	0	0	0	0	0.00	0.00	
directory board	0902	operating budget	n/a	n/a	0	0	0	0	0	0.00	0.00	
CONTINGENCY RESERVE		5% of total annual expenditures - see "Reserve Expenditures by Year" schedule for details				90,243	0	56,494	90,243	(33,749)	1,325.01	1,338.26
TOTALS					16,139,853	841,204	5,644,915	9,017,123	(3,373,773)	132,395.16	133,719.11	

### COST SOURCES

- 1) In-house database. Developed from experience of costs for recent repairs, replacements, or restoration of components in similar properties.
- 2) Based on contractor proposal provided by association and/or information from association's vendors.
- 3) Based on actual cost of recent repair, replacement, or restoration of component - information provided by association.
- 4) National cost guide (National Construction Estimator, R.S. Means, LSI, etc.)
- 5) Per Mechanical Engineering Evaluation

<b>Percent Funded (the ratio of the "actual" to the "required" reserve balance - excluding any unknown amounts above):</b>	<b>62.60%</b>
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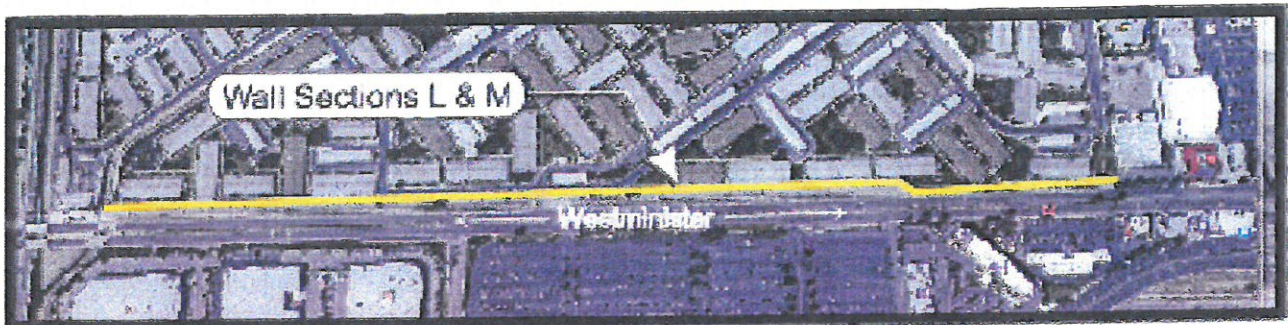
## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** PHYSICAL PROPERTIES COMMITTEE  
**SUBJECT:** WALL SECTION L & M, RECONSIDERATION OF PREVIOUS BOARD ACTION  
**DATE:** JANUARY 12, 2016  
**CC:** FILE

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At the regular scheduled meeting of the Physical Properties Committee on January 6, 2016, the Committee reviewed and discussed various options for the replacement of wall sections L and M (approximately 2,900 linear feet).



1. Remove and replace the wall in its current location.
  - a. Removal and replace cost generally estimated at - \$791,670
  - b. Estimated cost does not include landscaping
2. Move the wall to the furthest extent possible (Committee action of 11-14-14 and Board action of 11-25-14).
  - a. Removal, replacement and extras generally estimated at - \$1,264,339
  - b. Estimated cost does not include landscaping (plans, permits, grading , drainage and plants/trees)
  - c. Estimated cost does not include reconfiguration and/or use of property now within the wall.
3. Removal and replacement of the wall at some other distance between the current location and the property line.
  - a. Removal, replacement and extras generally estimated at - \$1,264,339 +/-
  - b. Estimated cost does not include landscaping (plans, permits, grading , drainage and plants/trees)



- c. Estimated cost does not include reconfiguration and/or use of property now within the wall.

General Estimates		
Item	Option 1	Option 2
Civil Engineering	\$0	\$70,000
Soil Testing	\$8,000	\$12,000
Tree/Landscape removal	\$58,000	\$58,000
Grade and Haul Dirt/Debris	\$0	\$222,333
Site Drainage, Inlets and Pipe	\$0	\$82,000
SWPPP	\$0	\$20,000
Permits	\$1,200	\$15,800
Subtotal	\$67,200	\$480,133
Wall R&R @ 2900 LF	\$652,500	\$652,500
New side walls @ 64 LF	\$0	\$14,400
Subtotal	\$719,700	\$1,147,033
Administration	\$0	\$30,000
Contingency 10%	\$71,970	
Contingency 20%		\$87,306
Total	\$791,670	\$1,264,339

#### Notes

1. All costs noted above are strictly for general review and were based upon the general feedback and input from contractors and professional resources. Removal and replacement of the wall was generally estimated at the current rate of \$225 per linear foot and subject to change.
2. In accordance with Civil Code 5515, the Board may not spend reserve funds for any purpose other than the repair, restoration, replacement, or maintenance of, or litigation involving the repair, restoration, replacement, or maintenance of, major components that the association is obligated to repair, restore, replace, or maintain. Per 5515, Reserve funds may only be used for the costs to remove and replace the asset as noted. Any supplemental funding would have to come from Operations and/or Capital Funds.
3. General discussions with City officials have indicated the City may consider the deeding of the land outside of the wall to the City. The City would improve and maintain the land along Westminster at no cost to the Shareholder/Members of Leisure World Seal Beach.
4. Landscaping, the costs noted in the above represent just general estimates for the removal and replacement of the wall. Additional costs for basic grading, plans, drainage, irrigation and landscaping are estimated at:
  - a. Option 1,
    - i. Mutual 2 property only - \$45,000 to \$75,000
    - ii. Exterior of wall to property line - \$480,000 to \$550,000

- b. Option 2,
  - i. Move wall out 5 feet
    - 1. Mutual 2 property only - \$325,000 to \$350,000
    - 2. Exterior of wall to property Line \$200,000 to \$300,000
  - ii. Move wall out to property line
    - 1. Mutual 2 property only - \$450,000 to \$575,000

Wall sections L & M have been under review and consideration since 2002; many options have been proposed for the use of the additional land. Although some possibilities may have merit, the Committee had to consider any expenditures above and beyond the actual replacement cost of the wall must represent a mutual benefit for all Shareholder/Members.

By a majority vote of the Committee, the Committee duly moved and approved to rescind the action of the Physical Properties committee on November 14, 2014 and recommend to the Board replacement of wall section L & M in its current location.

At the November 25, 2014 meeting of the Board, the Board duly moved and approved the following:

*To move forward with planning and research to relocate the wall sections L & M as close to Trust Property line as possible, based upon existing site conditions.*

In review of the Civil Code and Roberts Rules of Order (11<sup>th</sup> Edition), The Board can change previous actions adopted by rescinding and amending motions. Boards may receive new information that cause them to modify spending priorities. In addition, subsequent Boards are not bound by the decisions of prior Boards. Subsequent Boards are free to change direction by a majority vote of a quorum of the board. However, Boards are subject to any contracts entered into by prior Boards. No contracts have been approved in this matter.

#### Actions

1. I move to approve, rescinding of the Boards action on November 25, 2014:

*To move forward with planning and research to relocate the wall sections L & M as close to Trust Property line as possible, based upon existing site conditions.*

2. I move to approve the replacement of wall section L & M in its current location and instruct the Physical Properties committee to bring to the Board, at the earliest possible opportunity, a recommendation of costs to replace the wall by a qualified contractor through a competitive bidding process.

**RESOLUTION/MOTION ACTION RECORD**

0126169.c.ii.

Resolution Type: Approve reconsideration of previous Board action Pertaining to: Wall Section L &amp; M

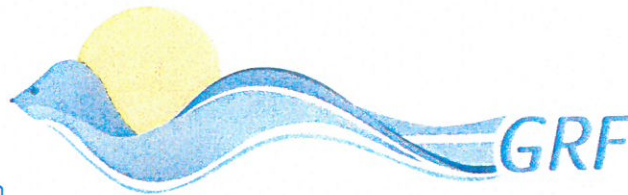
Duly adopted at a meeting of the Board of Directors held: 01.26.16

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ (Secretary) \_\_\_\_\_ (Date)





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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** PUBLICATIONS COMMITTEE  
**SUBJECT:** AMEND POLICIES  
**DATE:** JANUARY 26, 2016  
**CC:** FILE

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At the regular scheduled meeting of the Publications Committee on January 14, 2016, the Committee reviewed various publication-related policies.

I move to adopt and/or amend the following policies in order to update, clarify and reflect current

practices: Policy 2810-36, Community Submissions

Policy 2811-36, Golden Rain News Coverage of Candidates

Running for Public Office Policy 2825-36, Special Columns

**Adopt** Procedure 2840.1-36, Subscriptions Procedure

Policy 2840.2-36, Deadlines

Policy 2840.3-36, Delivery and Subscriptions

Policy 2840.4-36, News Stories

Policy 2840.6, Obituaries

Policy 2840.7-36, News Photos

Policy 2840.8-36, News Coverage

Policy 2840.9-36, Collection Point

Policy 2850-36, Advertising Commissions

Policy 2851-36, Advertising

Policy 2860-36, Advertising Rates

Policy 2861-36, Advertising for Estate and Patio Sales

**Adopt** Policy 4191-36, Commissions

**RESOLUTION/MOTION ACTION RECORD**

0126169.d.i.

Resolution Type: Approve/amend policies

Pertaining to: Publications

Duly adopted at a meeting of the Board of Directors held: **01.26.16**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)



## ADMINISTRATION

### NEWSPAPER SERVICES

#### Community Submissions

Submissions may **will only** be accepted for publication directly from any Member **Shareholder/members** of the Golden Rain Foundation (GRF). Submissions in each of the below **listed** categories may be published at the discretion of the **Publication Manager** Managing Editor. The Publications Committee Chair and members ~~are is~~ available for consultation **regarding submissions** and, if necessary for decision, by vote of available members.

Submissions deemed to be scurrilous, libelous, defamatory, repetitive or otherwise inappropriate will not be published.

Submissions concerning political issues outside of the community and the City of Seal Beach will not be published. A disclaimer will be published in the News stating that opinions expressed in published submissions and columns do not necessarily reflect the opinions of the GRF Board of Directors, GRF Shareholder/members, or GRF staff. Submissions and columns are the opinion of the writer and are not routinely checked for accuracy.

**Partyline Plus:** For brief **Community** notices only, less than 200 **50** words.

**Letters to the Editor:** The maximum number of words for ~~letters~~ **submissions** to the editor is **less than 250 words**. **Letters Submissions** should be typed in upper and lower case and delivered to the *Golden Rain News* by one of the following methods: email (preferred), regular mail, deposited in a white GRF drop box, or hand-delivered to the News Office.

**Letters Submissions** must be of general interest to the community ~~Letters and~~ may contain opinions, suggestions, compliments, and complaints. ~~Letters deemed to be scurrilous, libelous, defamatory, repetitive or otherwise inappropriate will not be published.~~

**Letters Submissions** may be edited for purposes of grammar, clarity or number of words without notification to the writer. **Letters Submissions** with the stipulation that they may not be edited **will may** not be published. "Open Letters" and **Letters Submissions** that are addressed to third parties or have been published in other newspapers will not be published. **Letters Submissions** that refer to a published article, column, or **letter submissions** in the Golden Rain News or another newspaper must identify that article,

(Jan 2013)

Page 1 of 2

ADMINISTRATION

## NEWSPAPER SERVICES

Community Submissions

column, or letter **submission** by name, page, and date of publication.

Writers **Submissions** will be limited to publication of no more than one letter per month **per shareholder/member**. Letters **Submissions** must include the writer's full name, Mutual number, and phone number for the editor's reference, but only the name and Mutual number will be published.

**Member Column:** The maximum number of words for **this** the Member Column **submission** is **less than 500 words**. The **This** Member Column may present an argument, or opinion or information about a pending issue of concern to the community. Priority is given to submissions from first-time or less frequent writers **submitters**.

~~Submissions concerning political issues outside of Leisure World and the City of Seal Beach will not be published. A disclaimer will be published in the News stating that opinions expressed in published letters **submissions** and columns do not necessarily reflect the opinions of the GRF Board of Directors, GRF **Shareholder**/members, or GRF staff, including staff of this newspaper. Letters **Submissions** and columns are the opinion of the writer and are not routinely checked for accuracy.~~

## Policy

Adopted: 15 Jan 2013

**Amended:**

GOLDEN RAIN FOUNDATION  
Seal Beach, California

(Jan 2013)

Page 2 of 2



**GOLDEN RAIN OPERATIONS****NEWSPAPER SERVICES****ADOPT****Subscriptions Procedure**

1. The *NEWS* provides a subscription mailing service.
  - a. The service is available to nonresidents, ad agencies, clipping services, advertisers, and other groups and individuals. It is also available to Golden Rain Foundation (GRF) Shareholder/members who are away from community for an extended length of time.
  - b. Subscription rates for the *News* will be recommended by the Executive Director and Publications Manager subject to approval of the GRF Board of Directors (BOD).
  - c. Payment in advance is required.
  - d. The *News* is mailed weekly.
2. The Publications Manager and Executive Director are responsible for recommending to the Publications Committee an agent or contractor for delivery of the *NEWS* subject to approval of the GRF BOD.
  - a. Changes in the terms of any agreement for the distribution of the newspaper will be referred to the Publications Committee for recommendation to the GRF BOD.

**Procedure**  
Approved:

**Executive Director**  
**Golden Rain Foundation**

## ADMINISTRATION

### NEWSPAPER SERVICES

#### News Stories

The News staff accepts all news releases turned in by residents ~~Shareholder/members or Golden Rain Foundation (GRF) Management staff. Department heads, administration, Golden Rain Foundation Board Office and other Leisure World organizations.~~

1. Such releases are published, subject to current policies, News Department procedures, and anticipated reader interest, **and available space.**
2. While a certain amount of editing and rewriting of stories may be necessary, the News staff is instructed to preserve the "flavor" in the article whenever possible.
3. ~~Some editing is vital to correct spelling or grammatical errors. Occasionally, it is desirable to rewrite the story so that it will, as closely as possible, resemble a professional news or feature story.~~
3. 4. In cases where the ~~Managing Editor~~ **Publication Manager** feels that the news release contains inappropriate matter, the Publications Committee may be consulted for determination as to whether or not it should be published.
5. ~~"Outside" news releases are published only if there is space available after all Leisure World news is put in the paper.~~
4. 6. News releases of a political nature may be edited to contain only 'hard news' facts. Portions containing potentially controversial material or which state a politician's qualifications, platform, goals, etc. may be deleted. Such information **may will** be published **only** in the form of paid political advertising if so desired.
5. **The News reserves the right refuse to publish political advertising.**

#### **Policy**

Adopted: 20 Feb 73  
 Amended: 15 May 73  
 Amended: 15 May 84  
 Amended: 21 Jul 87  
 Amended: 15 Jan 91  
**Amended:**

**GOLDEN RAIN FOUNDATION**  
**Seal Beach, California**

(Jan 91)

Page 1 of 1



## ADMINISTRATION

### NEWSPAPER SERVICES

#### News Coverage

The News provides a communications medium for the Golden Rain Foundation (GRF) and Mutual Boards of Directors. It also serves as a community newspaper, reporting on events of importance to the community Leisure World. Such information is sometimes submitted by residents, Golden Rain Foundation GRF staff, and others, but sometimes requires personal attendance by News staff.

It is to be recognized that not all events of importance to Leisure World residents shareholder/members take place within the standard Golden Rain Foundation GRF office hours of 8:00 a.m. to 4:30 p.m. Monday through Friday. Therefore, in order to report on events of importance, editorial staff members of The News may be required to work other than standard hours.

Examples of events that may regularly or occasionally be sufficiently newsworthy to warrant coverage beyond normal working hours are:

1. Golden Rain Foundation GRF and Mutual governmental events;
2. Leisure World Community service and/or social organization events of special significance or interest to a large percentage substantial portion of the community;
3. Leisure World social organization events of special significance or interest to a large percentage of the community;
3. Seal Beach City Council and other such meetings at which decisions are made or there may be discussion of items of interest or importance to Leisure World residents the Community.

Breaking news occurrences and other scheduled or non-scheduled events may also be deemed worthy of staff coverage beyond standard hours.

In compliance with Policy 4120-20, Employee Classifications which states in part, "Variations...will be permitted only when service requirements to the community... make a different working schedule necessary..." the Managing Editor Publications Manager, with approval of the Administrator Executive Director, may schedule News staff members to varying hours and split shifts other than standard Golden Rain Foundation GRF office hours, and overtime as deemed necessary to provide the best service to the community, taking into account budget contracts as described in Policy 2920-31.

(Feb 91

Page 1 of 2



**ADMINISTRATION**

**NEWSPAPER SERVICES**

**News Coverage**

**Policy**

Adopted: 19 Feb 91

**Amended:**

**GOLDEN RAIN FOUNDATION  
Seal Beach, California**

(Feb 91

## ADMINISTRATION

### NEWSPAPER SERVICES

#### Golden Rain News Coverage of Candidates Running for Public Office

The *Golden Rain News* acknowledges the general news value to Golden Rain Foundation **Shareholder**/members of a candidate's official announcement of running for city, county, state and/or federal office, and will report only on the announcement itself from a strictly limited news perspective.

Should a candidate withdraw from a race, the *News* will report the event as a news event.

When the respective election has been officially concluded, the *News* will report the results in a news format.

The *News* further acknowledges its absolute obligation to avoid the appearance of advocacy or bias of any kind. To this end, after an individual has issued an official announcement of candidacy, the *News* will not publish, in print or online, any content identified by *News* editors as reflecting any party line or being in support of or in opposition to any candidate.

Such *News* content, printed and digitally rendered, includes, but is not limited to, letters to the editor, news stories and what editors identify as politically charged language or visual representation in any feature story, photograph, illustration, caption, audio file, video, animation, event review, column or submission.

The *News* will not publish any column, image, photograph, illustration, caption, audio file, video, animation, event review, submission or opinion piece written by the candidate or their designate representing the candidate.

As shareholders/**members**, candidates may submit the same general-interest content as any shareholder/**member** is allowed to submit, such as an event announcement, but such content will be strictly evaluated for appropriateness by the standards outlined above.

Candidates may purchase *News* advertising space, but all such advertisements will be clearly marked as a political advertisement and must include an official statement by the candidate that she/he endorses the advertisement.

(Aug 14)

**ADMINISTRATION****NEWSPAPER SERVICES****Golden Rain News Coverage of Candidates Running for Public Office**

The *News* will not give political advertising any preferential placement in the layout of any of its printed or digitally rendered publications.

When the respective election has been officially concluded, the candidate will no longer be subject to the election-period restrictions but will still be subject to the same *News* editorial and advertising standards that are applicable to all shareholders/**members**.

**Policy**

Adopted: 01 Aug 14

**Amended:**

**GOLDEN RAIN FOUNDATION**  
**Seal Beach, California**

(Aug 14)

Page 2 of 2

**ADMINISTRATION****NEWSPAPER SERVICES****Deadlines**

~~As with all publications that must operate under and meet time limitations, i.e. outside printer's schedules and community delivery schedules, the Golden Rain News must itself maintain certain deadlines.~~

1. ~~The deadline for news items will be established by the Administrator~~ **Executive Director** ~~and/or Managing Editor~~ **Publication Manager**.
- a. ~~In cases where timelines of the item are a factor, arrangements may be made in advance for late copy to be accepted.~~
- b. ~~In cases of anticipated late breaking news events of community interest, the Managing Editor may hold space for the story.~~

**Policy**

Adopted: 20 Feb 73

Amended: 15 May 73

Amended: 16 Dec 80

Amended: 15 Jan 91

**Amended:**

**GOLDEN RAIN FOUNDATION**  
Seal Beach, California

(Position title correction made 06-02-09)

(Jan 91)

Page 1 of 1



## ADMINISTRATION

### NEWSPAPER SERVICES

#### Obituaries

Space in the Golden Rain NEWS (*NEWS*) is available in five formats for obituaries of *shareholder/members residents* and former *residents shareholder/members*.

An "In Memoriam" column is available free of charge. This notice is limited to the name, Mutual number and date of death.

*Space is available for obituaries of residents and former residents.*

- *An "In Memoriam" column is available free of charge. Limited to name, mutual number and date of death.*

- *An obituary with or without photo is available free of charge for the first 250 words. Additional words will be charged at the rate of 20¢ per word. Notices written by the news staff will be free and no more than 250 words.*

- *Notices from mortuaries and non-GRF members will be printed exactly as submitted and charged at the non-member classified advertising rate, \$10.45 for the first 12 words and 20¢ for each additional word.*

- *Obituaries may be published as news articles when the person has been a member of the Golden Rain Foundation Board of Directors, or when, in the opinion of the managing editor, the passing of a person is newsworthy to a sufficiently large number of GRF members. with photo, similar to that of typical newspapers, is available free of charge for the first 250 words to persons giving permission to NEWS staff to edit submitted information. For additional words, the prevailing member classified advertising rates apply.*

Bordered, decorative obituaries, and eulogies *and photos* are available in any size at the prevailing display advertising rate.

A "Card of Thanks" section is available in the classified advertising section of the NEWS at the member classified advertising rate for persons wanting to express their thanks for help during bereavement, sickness, etc. at the prevailing display advertising rate.

Obituaries may be published as news articles when the person has been a member of the Golden Rain Foundation (*GRF*) Board of Directors (*BOD*) or when, in the opinion of the ~~Managing Editor~~ *Publications Manager*, the passing of a person is newsworthy to a sufficiently large number of Foundation *GRF shareholder/members*.

(July 2013)

Page 1 of 2



**ADMINISTRATION****NEWSPAPER SERVICES****Obituaries**

~~A "Card of Thanks" section is available in the classified advertising section of the NEWS at the member classified advertising rate for persons wanting to express their thanks for help during bereavement, sickness, etc.~~

**Policy**

Adopted: 20 Feb 73  
Amended: 20 May 75  
Amended: 19 Jun 84  
Amended: 16 Sep 86  
Amended: 21 Sep 93  
Amended: 15 Sep 09  
Amended: 23 Jul 13

Amended:

(July 2013)

**GOLDEN RAIN FOUNDATION**  
Seal Beach, California

## ADMINISTRATION

### NEWSPAPER SERVICES

#### Collection Point

In order to accommodate the Golden Rain Foundation (GRF) Board of Directors (BOD), Mutual Boards of Directors, Leisure World community clubs and organizations, and News advertisers, the News Office may serve as a central collection point for surveys, questionnaires, information forms and other items when so requested.

Such requests shall be considered on a first come, first served basis with priority given first to requests from the GRF BOD Golden Rain Foundation Board of Directors, and second to Mutual Boards of Directors.

The maximum number of times any organization or company may utilize use this collection point service in one calendar year is two (2). The maximum number of working days the collection container will be allowed to remain in the News Office each time is ten (10). (Golden Rain Foundation GRF and Mutual Boards are exempt from these restrictions.)

It is the responsibility of the Managing Editor Publications Manager to be certain that such collection does not disrupt the normal operations of the News Department or inconvenience residents or others conducting business in the News Office. In such cases, the Managing Publication Editor Manager may refuse or discontinue such collection.

It shall be the responsibility of the requesting party to provide a suitable container for such items, and to pick up the container and collected items without involvement of any News staff member.

#### Policy

Adopted: 15 Jan 91

Amended:

(Staff title correction made 06-02-09)

(Jan 91)

**GOLDEN RAIN FOUNDATION**  
Seal Beach, California

**ADMINISTRATION****NEWSPAPER SERVICES****Special Columns**

At the discretion of the ~~Managing Editor~~ **Publications Manager**, columns may be edited for grammar, journalistic style, clarity, and space limitations. Space is available, subject to prevailing deadlines, in each issue of the Golden Rain NEWS for the following columns:

**Staff Department Column**

**The Staff department Column** includes the Executive Director and Department Heads. Administrative staff not included above may send column material to the Executive Director for his/her approval.

~~The Medical Director and/or Administrator of the Health Care Center on Golden Rain Road may submit columns that provide information of interest to residents regarding health and Health Care Center procedures. Should the Managing Editor determine that portions of such a column are too commercial in nature, it may be returned to the writer with an explanation.~~

**Staff Spotlight Column**

A short notice that a new employee has been hired, giving background information, job title and responsibilities. The column will acknowledge employee promotions with a description of the position. Submission will be by **either** the Executive Director or Human Resources Manager **Director**.

**Board of Director's Column**

A column is available to the President of the Golden Rain Foundation (**GRF**) or any member of the Board of Directors (**BOD**) that he/she may designate. ~~Any Board member of the Golden Rain Foundation may submit material to the President of the Foundation to be included in this column.~~

**Health Care Center Column**

**The Health Care Center on Golden Rain Road may submit columns that provide information of interest to residents regarding health and Health Care Center procedures. Should the Publication Manager determine that portions of such a column are too**

(March 2013)

Page 1 of 3



ADMINISTRATION

## NEWSPAPER SERVICES

Special Columns

commercial in nature, it may be returned to the writer with an explanation.

Government Officials' Column

Columns from government officials or of a political nature from Seal Beach Council District Two and Five will may be considered for publication subject to current policies (Refer to Policy 2811-36, Golden Rain News Coverage of Candidates Running for Public Office), NEWS Department procedures, and anticipated reader interest. If a column addresses issues or asks a question directly related to Golden Rain Foundation or Mutual Corporation operations, NEWS staff may contact appropriate GRF or Mutual directors or GRF staff for additional, related information and/or provide answers that may be published in the same or a subsequent issue of the NEWS.

Government officials associated with an office will not be published after the start date of that office's election filing period and through the election campaign period.

**Contributor:** This is an Article or column of general interest, less than 500 words, not covered elsewhere. Examples: restaurant review, theater review, or travel journal, dance lessons of general interest.

Outside the Wall Column

Statements from candidates representing Golden Rain Foundation members in Seal Beach City Council elections and other elections outside the community will be published at no charge.

The NEWS staff will notify candidates of the maximum number of words permitted, as well as advise that the statement may contain background information, qualifications, platform, goals, etc. A recent photograph of the candidate may accompany the statement and be published; however, the photograph must meet current NEWS standards.

Paid political advertising space will be available in accordance with current Foundation policy and NEWS procedures.

In addition, information pertinent to the well being of Foundation members will be permitted.

(March 2013)

Page 2 of 3



**ADMINISTRATION****NEWSPAPER SERVICES****Special Columns**

~~Should any of the above columns or advertising contain defamatory or otherwise inappropriate commentary as determined by the Managing Editor it will not be published. The Publications Committee has a special responsibility with respect to the publication of a successful newspaper. The Committee is available for consultation with the Managing Editor and President of the Golden Rain Foundation regarding the suitability of content, and timing of any material proposed for publication.~~

**Policy**

Adopted: 19 Mar 2013

Amended:

**GOLDEN RAIN FOUNDATION  
Seal Beach, California**

(March 2013)

Page 3 of 3

ADMINISTRATION

## NEWSPAPER SERVICES

Delivery and Subscriptions

1. The ~~Golden Rain NEWS (News)~~ is delivered weekly to each ~~unit~~ Leisure World apartment free of charge. Bulk quantities are delivered to administrative Leisure World ~~Golden Rain Foundation (GRF)~~ offices, Clubhouses, Health Care Center, etc. and nearby business establishments.
2. ~~The Golden Rain NEWS provides a subscription mailing service.~~
  - a. ~~The service is available to nonresidents, ad agencies, clipping services, advertisers, and other groups and individuals. It is also available to Leisure World GRF residents Shareholder/members who are away from Seal Beach Leisure World community for an extended length of time.~~
  - b. ~~Subscription rates for the Golden Rain NEWS News will be recommended by the Administrator Executive Director and Managing Editor Publications Manager subject to approval of the Publications Communications Committee GRF Board of Directors (BOD).~~
  - c. ~~Payment in advance is required.~~
  - d. ~~Newspapers are The News is mailed weekly.~~
3. ~~The Managing Editor Publications Manager and Administrator Executive Director are responsible for recommending to the Communications Publications Committee an agent or contractor for delivery of the Golden Rain NEWS subject to approval of the Golden Rain Foundation (GRF) Board of Directors (BOD).~~
  - a. ~~Changes in the terms of any agreement for the distribution of the newspaper will be referred to the Communications Publications Committee for recommendation to the Board of Directors GRF BOD.~~

## Policy

Adopted: 20 Feb 73  
 Amended: 18 Sep 79  
 Amended: 21 Feb 84  
 Amended: 15 Sep 87  
 Amended: 15 Jan 91

Amended:

(Jan 91)

GOLDEN RAIN FOUNDATION  
 Seal Beach, California

## ADMINISTRATION

### NEWSPAPER SERVICES

#### News Photos

Members of the **NEWS** staff are available for photo assignments during normal working hours. Appointments should be made as much in advance as possible to best insure the availability of a photographer.

The ~~Managing Editor~~ **Publications Manager** or the ~~Administrator~~ **Executive Director** may direct staff members to photo assignments during other than normal working hours. (Refer to Policy 2840.8-36, News Coverage.)

~~Because of the numerous clubs and organizations in Leisure World, it is to be understood that not all photo requests can be accommodated.~~ The ~~Managing Editor~~ **Publications Manager** will endeavor to provide staff members, based on the number of ~~Leisure World residents~~ **Shareholder/members** in the club or organizations, the special nature, if any, of the occasion, and the interest in the occasion to the general readership. **Not all photo requests can be accommodated.**

Individuals or organizations wishing to submit photographs to the **NEWS** for publication should make their own arrangements for photography if it is required outside normal working hours. **Photographs will only be used if space allows.**

#### **Policy**

Adopted: 20 Feb 73

Amended: 16 Dec 80

Amended: 15 May 84

Amended: 15 Jan 91

**Amended:**

**GOLDEN RAIN FOUNDATION  
Seal Beach, California**

(Position title correction made 01-07-10)

(Jan 91)

Page 1 of 1



## ADMINISTRATION

### NEWSPAPER SERVICES

#### Advertising Commissions

##### Definitions

New Accounts: corporations, companies and/or individuals that have never run/placed an ad with the **Golden Rain NEWS** Foundation or have not advertised with the Foundation **NEWS** for more than one year.

Existing Accounts: corporations, companies and/or individuals which advertise with the Foundation **NEWS** on a consistent or recurring basis throughout a calendar year.

House Accounts: corporations, companies and/or individuals which place advertising with the Foundation **NEWS** on a consistent basis as defined as no less than 48 ads per calendar year.

The **Publications Manager** and Executive Director ~~is authorized to~~ **will use and semi-annually review** the following schedule of commissions to be paid for obtaining advertising. (**Refer to Policy 4191-20, Commissions**)

##### Retail Display Advertising

1. ~~Up to 25% commission is authorized for use with agencies procuring advertising.~~
2. ~~Straight commission salespersons (no salary and/or wage)~~
  - a. ~~30% on the first month of new accounts~~
  - b. ~~25% existing accounts~~
  - c. ~~15% house accounts~~
3. ~~Salaried or waged employees~~
  - a. ~~**Publications Manager** Media Manager — no commission~~
  - b. ~~Salespersons — for wages earned, the **NEWS** Foundation retains 50%~~

(March 2014)



ADMINISTRATION

## NEWSPAPER SERVICES

Advertising Commissions

~~of all column inches sold; remaining 50% of column inches sold will be paid a commission of:~~

- ~~\_\_\_\_\_~~  
~~i. \_\_\_\_\_ 20% on the first month of new accounts~~
- ~~\_\_\_\_\_~~  
~~ii. \_\_\_\_\_ 15% existing accounts~~
- ~~\_\_\_\_\_~~  
~~iii. \_\_\_\_\_ 0% house accounts~~

Classified Advertising

~~1. \_\_\_\_\_ Salaried or waged employees \_\_\_\_\_~~

~~\_\_\_\_\_ a. \_\_\_\_\_ Publications Manager Media Manager: no commission~~

~~Payment of such commissions will not be made until after full payment for the advertising is received by the Golden Rain Foundation Finance Department.~~

**Policy**

Adopted: 9 Jul 77

Amended: 15 Jan 91

Amended: 14 Mar 14

Amended:

**GOLDEN RAIN FOUNDATION**  
**Seal Beach, California**

(March 2014)

Page 2 of 2

**ADMINISTRATION****GENERAL POLICY****ADOPT****Commissions**

1. Up to 25% commission is authorized for use with agencies procuring advertising.
2. Straight commission salespersons (no salary and/or wage)
  - a. 30% on the first month of new accounts
  - b. 25% existing accounts
  - c. 15% house accounts
3. Salaried or waged employees
  - a. Publications Manager ~~Media Manager~~ – no commission
  - b. Salespersons – for wages earned, the *NEWS Foundation* retains 50% of all column inches sold; remaining 50% of column inches sold will be paid a commission of:
    - i. 20% on the first month of new accounts
    - ii. 15% existing accounts
    - iii. 0% house accounts

**Classified Advertising**

1. Salaried or waged employees
  - a. Publications Manager ~~Media Manager~~: no commission

Payment of such commissions will not be made until after full payment for the advertising is received by the Golden Rain Foundation Finance Department.

**Policy**  
Adopted:

**Executive Director**  
**Golden Rain Foundation**

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Golden Rain Foundation

Leisure World, Seal Beach

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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** RECREATION COMMITTEE  
**SUBJECT:** POLICY VARIANCE, CITY EXPO  
**DATE:** JANUARY 12, 2016  
**CC:** FILE

---

At the regular scheduled meeting of the Recreation Committee on January 11, 2016, the Committee reviewed and discussed a request from the Executive Director for a variance to Policy 1403-50, Commercial Use.

Policy 1403-50, states "... The Community recreational facilities are to be maintained and preserved for the social and recreational benefit and activities of all Shareholder/Members..." The Policy further states "...Commercial use is strictly prohibited...unless an exemption is granted by action of the GRF Board of Directors..."

The Executive Director respectfully requested of the Committee the variance to policy for the chamber merchants presenting their wares, goods and merchandise, at the City Expo, be allowed to sell their wares, goods and merchandise. The Committee unanimously agreed that the sale of such wares, goods and merchandise would be consistent with wares, goods and merchandise sold at the community's farmers market. The Committee was specific: no business services were to be sold on Trust property.

Additionally, it was the unanimous approval of the Committee, that the City Expo was a sanctioned event of the Recreation Committee.

I move to approve a variance to Policy 1403-50, Commercial Use to allow members of the City of Seal Beach Chamber of Commerce to sell wares, goods and merchandise at the annual GRF City Expo recreation event. The Executive Director shall present to the Recreation Committee prior to the City Expo a list of all Chamber Merchants and note which Chamber Members will be possibly selling their wares, goods and merchandise.



**RESOLUTION/MOTION ACTION RECORD**

0126169.e.i.

Resolution Type: Variance on Policy-City Expo

Pertaining to: 1403-50, Commercial Use

Duly adopted at a meeting of the Board of Directors held: 01.26.16

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_  
Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Dodero	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)



Golden Rain Foundation

Leisure World, Seal Beach

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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** RECREATION COMMITTEE  
**SUBJECT:** POLICY VARIANCE, MEETING ROOM USAGE  
**DATE:** JANUARY 12, 2016  
**CC:** FILE

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At the regular scheduled meeting of the Recreation Committee on January 11, 2016, the Committee reviewed and discussed a request from the Executive Director for a variance to Policy 1403-50, Commercial Use

The Executive Director respectfully requested of the Committee variance to the policy: to hold the Monthly Chamber of Commerce of Seal Beach Outreach Committee meetings upon Trust Property (Physical Properties Conference Room or Administration Conference Room), strictly providing that such meetings do not conflict with any other room reservation by GRF and/or Mutual Board requirements. Such a request was based upon the efficient use of the Executive Director's time, to eliminate travel to this meeting off site.

It was the unanimous approval of the Committee to recommend to the Board approval of the variance to policy.

I move to approve a variance to Policy 1403-50, to allow the use of the Physical Properties or Administration Conference Room on an as needed basis, provided there exists no conflict in reservations by any GRF and/or Mutual Board function for the purpose of holding a Chamber Outreach Committee meeting. A GRF Board Member and/or the GRF Executive Director must be in attendance.

**RESOLUTION/MOTION ACTION RECORD****0126169.e.ii.**Resolution Type: Approve Policy Variance- Seal Beach Outreach Meetings  
1403-50, Commercial Use

Pertaining to:

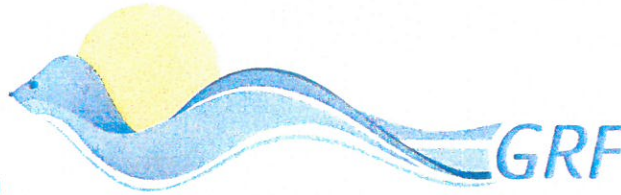
Duly adopted at a meeting of the Board of Directors held: **01.26.16**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)



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## BOARD ACTION REQUEST

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**TO:** BOARD OF DIRECTORS  
**FROM:** SECURITY, BUS, AND TRAFFIC COMMITTEE  
**SUBJECT:** ENFORCEMENT OF C.V.C. 22500.1 BY SEAL BEACH POLICE DEPARTMENT  
**DATE:** JANUARY 26, 2016  
**CC:** FILE

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At the regular scheduled meeting of the Security, Bus, and Traffic Committee on September 9, 2015, the Committee reviewed concerns regarding parking in designated fire lanes on GRF Trust Property.

Section 22500.1 (Exhibit A) of the California Vehicle Code (C.V.C.) prohibits the stopping, standing, and parking of vehicles in designated fire lanes on public and private property. The intent is to ensure public safety by keeping areas designated for fire department access clear at all times.

Based upon ongoing concerns in reference to enforcement, the Seal Beach Police Department (SBPD) advised that enforcement of 22500.1 would be possible by SBPD if a written request is received from the Foundation.

Violations issued by the SBPD could carry monetary fines, will incur late fees if not paid on time, and may be added the the violator's vehicle registration costs if they fail to pay the violation. The appeal process is handled by the City of Seal Beach. There is no cost to the Foundation.

The Committee duly moved and approved that a written request (Exhibit B) be submitted to the SBPD requesting enforcement of California Vehicle Code Section 22500.1 Fire Lane Violations on GRF Trust Property.

I move to approve the President to sign the attached written request (Exhibit B), to the Seal Beach Police, requesting enforcement of California Vehicle Code Section 22500.1 (Exhibit A) Fire Lane Violations on GRF Trust Property.



**RESOLUTION/MOTION ACTION RECORD****0126169.f.i.**

Resolution Type: Approve Written Request to SBPD

Pertaining to: Fire Lane Violations

Duly adopted at a meeting of the Board of Directors held: **01.26.16**

Motion by: \_\_\_\_\_ Seconded by: \_\_\_\_\_

Cost Center \_\_\_\_\_ Capital \_\_\_\_\_ Operational \_\_\_\_\_ Reserves \_\_\_\_\_

<b>VOTE:</b>	<b>YES</b>	<b>NO</b>	<b>ABSTAIN</b>	<b>ABSENT</b>
President Winkler	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Leah Perrotti	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Richard Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paul Pratt	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Paula Snowden	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Treasurer Linda Stone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Secretary Joy Reed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Hood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Wood	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Kathleen Rapp	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Steven McGuigan	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Marjorie Doderio	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Mary Greer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vice President Carole Damoci	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Barry Lukoff	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Phil Friedman	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Tim Bolton	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Director Perry Moore	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

ATTEST: \_\_\_\_\_ ( Secretary) \_\_\_\_\_ (Date)



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## V C Section 22500.1 Additional Prohibited Stopping Standing or Parking Fire Lane

### Additional Prohibited Stopping, Standing, or Parking: Fire Lane

22500.1. In addition to Section 22500, no person shall stop, park, or leave standing any vehicle, whether attended or unattended, except when necessary to avoid conflict with other traffic or in compliance with the directions of a peace officer or official traffic control device along the edge of any highway, at any curb, or in any location in a publicly or privately owned or operated off-street parking facility, designated as a fire lane by the fire department or fire district with jurisdiction over the area in which the place is located.

The designation shall be indicated (1) by a sign posted immediately adjacent to, and visible from, the designated place clearly stating in letters not less than one inch in height that the place is a fire lane; (2) by outlining or painting the place in red and, in contrasting color, marking the place with the words "FIRE LANE"; which are clearly visible from a vehicle; or (3) by a red curb or red paint on the edge of the roadway upon which is clearly marked the words "FIRE LANE".

Amended Ch. 129 Stats. 1984 Effective May 21, 1984

## EXHIBIT B

Golden Rain Foundation



January 26, 2016

Joe Stilinovich  
Chief of Police  
911 Seal Beach Boulevard  
Seal Beach, CA 90740

Chief Stilinovich,

The Golden Rain Foundation Board of Directors met on January 26, 2016 to review and consider the enforcement of fire lane violations on Golden Rain Road by the Seal Beach Police Department. California Vehicle Code Section 22500.1 Additional Prohibited Stopping, Standing, or Parking Fire Lane, provides the authority for law enforcement to enforce fire lane violations on private property. After discussion, the GRF Board approved the proposed enforcement of fire lane violations by the Seal Beach Police Department.

As requested by your agency, we submit this letter as our formal request for your participation in ensuring a safe community through the enforcement of California Vehicle Code Section 22500.1 in our community.

We look forward to strengthening our partnership with the City of Seal Beach Police Department.

Sincerely,

Ms. Ronde Winkler  
GRF President