

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE PRESIDENTS' COUNCIL
SEAL BEACH LEISURE WORLD
August 3, 2017**

The Regular Monthly Meeting of the Presidents' Council of Seal Beach Leisure World was convened at 9:00 a.m. by President Mandeville on Thursday, August 3, 2017, in Clubhouse Four, followed by the *Pledge of Allegiance*.

MEMBERS PRESENT

MUTUAL ONE	Ms. Luther-Stark
MUTUAL TWO	Ms. Baker
MUTUAL THREE	Ms. Ginthner
MUTUAL FOUR	Mr. Slater
MUTUAL FIVE	Dr. Coven
MUTUAL SIX	Mr. Dowd
MUTUAL SEVEN	Mrs. Fellows, Chief Financial Officer
MUTUAL EIGHT	Mrs. Berg, Vice President/CFO
MUTUAL NINE	Ms. Schnaufer
MUTUAL TEN	Ms. Arlart
MUTUAL ELEVEN	Mr. Mandeville
MUTUAL TWELVE	Mrs. Gillon
MUTUAL FOURTEEN	Mr. Melody
MUTUAL FIFTEEN	Ms. Dunagan
MUTUAL SIXTEEN	Mr. Grenrock
MUTUAL SEVENTEEN	Mr. Hayes

ABSENT:

MUTUAL SEVEN	Mrs. Rotter
MUTUAL EIGHT	Ms. Thompson

GUESTS

Ms. Stone, GRF President
Mr. Gerrity, Secretary, Mutual Four
Mr. Powell, Director, Mutual Five
Ms. Moore, Director, Mutual Seven
Mrs. Turner, Chief Financial Officer, Mutual Nine
Ms. Cummings, Vice President, Mutual Ten
Mrs. Sprague, Secretary, Mutual Twelve
Mrs. Jorgenson, Vice President, Mutual Fourteen
Mrs. Obenauer, Vice President, Mutual Fifteen

STAFF

Mr. Ankeny, Executive Director
Mr. Weaver, Facilities Director
Mrs. Rodgers, Purchasing Manager
Ms. Fernandez, Mutual Administration Manager
Mrs. Tostado, Member Resources & Assistant Liaison
Ms. Meacham, Stock Transfer Assistant
Ms. Day, Recording Secretary

INTRODUCTIONS/ANNOUNCEMENTS

Mr. Mandeville welcomed guests and staff to the meeting, and each President introduced their invited guest from their Board.

MINUTES

Mr. Mandeville asked if there were any corrections to the July 6, 2017, Presidents' Council minutes. There being no corrections, the minutes were approved as printed.

GUEST SPEAKER

Ms. Tostado discussed coping with loss whether it be the loss of a loved one, neighbor, job, pet, relationship, etc. Some of the points she covered were, knowing what to expect, practical ways to cope with loss, and helping others to grieve.

Following questions, Mrs. Tostado left the meeting at 9:15 a.m.

FACILITIES DIRECTOR/FACILITIES MANAGER

Facilities Director Weaver discussed the 10-day empty unit and maintenance before/after the close of escrow. President Mandeville appointed a committee of the following on this issue: Bob Slater (Chair), Betty Coven, Sandra Luther-Stark, and Mark Weaver.

Mr. Weaver also gave an update on the street paving project, the removal of some old street signage and installing new street signage, and painting needed on some streets.

PURCHASING MANAGER

Mrs. Rodgers discussed a new ⁴⁰30-gallon water heater at \$507.76 with a 10-year warranty. The manufacturer is working on a 12-year warranty price. She also discussed Bradford-White water heaters.

MUTUAL ADMINISTRATION DIRECTOR

Ms. Fernandez presented the Mutual Administration statistics inclusive through July 2017.

STOCK TRANSFER SUPERVISOR

In Ms. Knapp's absence, Ms. Meacham presented her Stock Transfer statistics inclusive through July 2017.

EXECUTIVE DIRECTOR

Mr. Ankeny reported that Stock Transfer Supervisor, Courtney Knapp, has handed in her resignation and her last day will be August 4, 2017. Ms. Knapp will be back next year as Elections Specialist to work on the annual elections. In addition, he announced that the new Stock Transfer Manager, Nancy Ray, will be starting on Monday, August 14, 2017. He also stated the renovation of the Stock Transfer Office should be completed by the end of the month.

Mr. Ankeny discussed the relocation of the Distribution Center which has moved to Building Five, with the installation of a new color printer and other services.

Mr. Ankeny announced a Town Hall Meeting on Monday, August 14, at 1:30 p.m. in Clubhouse 4, for LADWP representatives to speak on plans to remove Generation Units 3 through 6 and Tanks D and E located adjacent to Leisure World.

Mr. Ankeny discussed Phishing, which are fake email messages that appear to come from a legitimate company. The messages are designed to trick the recipient into giving personal information to fraudsters. Some phishing messages could include malware attachments.

Mr. Ankeny reported on the following: in the next 2 to 3 weeks, over one weekend there will be major computer upgrades done; two new Security Specialists are giving parking citations; the renovation of Clubhouses 6, 3, 2, and 1; and opening the bids for the Main Gate Landscaping Project. Also, the Council members requested the GRF to hire another Building Inspector this year.

Mr. Ankeny announced that the GRF Board approved a moratorium on new clubs from August 2017 through June 2018. This is due to the renovation project for Clubhouses 6, 3, 2, and 1.

OLD BUSINESS

Mr. Melody stated that the committee has not met yet on Policy 7510 – Eligibility Requirements because there has not been input from other Mutuals. He will be at the next CFO Council Meeting on September 6 to discuss this issue.

NEW BUSINESS

Mrs. Gillon discussed a proposed new Policy 7735 – Posting & Publishing Mutual Policies with the Council members.

NEW BUSINESS (continued)

The Council members reviewed Policy 7811 – Presidents' Council Bylaws. Upon a MOTION duly made by Mr. Melody and seconded by Mr. Slater, it was

RESOLVED, To amend Policy 7811 – Presidents' Council Bylaws on a preliminary basis for 30 days.

The MOTION passed.

PRESIDENT'S COMMENTS

Ms. Baker reported that they had a missing shareholder that they reported missing to the police. The shareholder had a stroke while out walking and was taken to the hospital. After a week went by the shareholder called Ms. Baker from hospital. Ms. Baker reported that after a person is found, the police have to verify the identity of the missing person before they can be removed from the missing persons list.

Ms. Ginthner stated the meeting was educational, and things are calm in her Mutual.

Mr. Slater asked for opinions from Council members on Policy 7510; good meeting.

Dr. Coven said good meeting.

Mrs. Fellows asked Mr. Ankeny about the upgrades to the computers and SRO reports to Directors.

Mrs. Berg reported the final fire inspection was done and they had a party.

Ms. Schnaufer said think global.

Mrs. Gillon stated they went through their fire inspections finding old problems and some problems with re-piping. Good meeting.

Mr. Melody asked the Presidents to allow Mr. Ankeny to hire a new Building Inspector now. The Council members agreed with the request. Also, he asked for sewer recommendations to be put on the September agenda.

Ms. Dunagan said working on global policies with Mutuals Three, Eight, and Eleven.

ADJOURNMENT

Mr. Mandeville adjourned the meeting at 11:25 a.m.


Attest, Phil Mandeville, President

PRESIDENTS' COUNCIL

cd:8/07/17 – ATTACHMENT

(These are tentative minutes, subject to approval by the Council members at the next Presidents' Council Meeting.)

NEXT MEETING: Thursday, September 7, 2017, at 9:00 a.m.

MUTUAL OPERATIONS**AMENDED POLICY****MUTUAL COUNCILS****Presidents' Council Bylaws****ARTICLE I – NAME**

This organization shall be known as the Leisure World Seal Beach Presidents' Council.

ARTICLE II – PURPOSE

- a) The establishment of a personal relationship between the 16 Mutual Presidents of Leisure World, to the end that ideas and problems affecting all Mutuels may be discussed.
- b) To receive pertinent information from management on any action to be taken by individual Mutual Boards.
- c) Any collective opinion reached by the Council shall be considered as policy ONLY when approved by the Board of Directors of each Mutual.

ARTICLE III – MEMBERSHIP

Membership of Leisure World Seal Beach Presidents' Council shall consist of:

- a) Presidents of all Seal Beach Mutuels.
- b) The President of any Mutual may designate a member of his/her Board to serve in his/her place and stead at any meeting that he/she, the President, is unable to attend.
 - 1. The Board member who is designated to represent the President at these meetings in his/her absence shall so declare his/her appointment to the Chair during roll call at the meeting.
- c) The President of any Mutual may invite not to exceed one member of his/her Mutual Board to attend any Council meeting with him/her as an observer.
- d) GRF Board members may attend as observers on a space-available basis.

ARTICLE IV – OFFICERS

- a) The officers of this organization shall be: President, Vice President and Secretary.

MUTUAL OPERATIONS**AMENDED POLICY****MUTUAL COUNCILS****Presidents' Council Bylaws**

- b) The officers shall be elected at the Annual Meeting of this organization to be held on the first Thursday in ~~August~~ **July** of each year and shall hold office for a term of one year or until his/her successor is duly elected and qualifies.
- c) The President shall preside at all meetings of the Council and shall appoint all committees and serve as ex officio member of all committees.
 - 1. The Vice President shall assume the duties of the President during his/her absence and shall perform such other duties as requested by the President.
 - 2. In the absence of the President and Vice President, the Secretary will serve as Chair of the meeting.
 - 3. A recording secretary will be provided by administration to take the minutes of the meetings of this Council and transcribe same and duplicate sufficient copies for the use of all members of the Presidents' Council and their Boards and shall cause **a recap of** the minutes to be published in the ~~Golden Rain News~~ **LW Weekly**.

ARTICLE V – MEETINGS

The regular meetings of the Council shall be held on the first Thursday of each month at 9 a.m. in ~~the Conference Room of the Administration Building~~ **Clubhouse 4, Section B**, unless the members are notified of the contrary. The President may, for good cause or at the request of a majority of the Council members, postpone or otherwise change the time, date or place of any regular monthly meeting. The President shall have the authority to call Special Meetings of the Council at his/her discretion by giving the members three days notice in advance by the most convenient means available.

ARTICLE VI – VOTING

Each Mutual shall have only one vote on each question arising at any Regular or Special Meeting of the Presidents' Council.

ARTICLE VII – QUORUM

A quorum shall exist at any Regular or Special Meeting of the Council when a majority of the Mutuels are represented.

MUTUAL OPERATIONS**AMENDED POLICY****MUTUAL COUNCILS****Presidents' Council Bylaws****ARTICLE VIII – PARLIAMENTARY PROCEDURE**

All meetings of the Presidents' Council shall be conducted in accordance with Robert's Rules of Order.

ARTICLE IX – AMENDMENTS

The Bylaws of the Presidents' Council may be amended at any Regular or Special Meeting by a majority vote of the Mutual Presidents in attendance.

Adopted: 14 Jun 75
Amended: 10 Aug 83
Amended: 14 Mar 84
Amended: 14 Nov 84
Amended: 25 Aug 86 (corrects time for caucus)
Amended: 09 Dec 87 (effective February 1988)
Amended: 02 Aug 90 (effective September 1990)
Amended: 03 Sept 09 (effective immediately)

PRESIDENTS' COUNCIL
Leisure World Seal Beach