



## **STRATEGIC PLANNING AD HOC COMMITTEE MINUTES**

### **Friday, September 22, 2017**

The regular meeting of the Strategic Planning Ad Hoc Committee was held on Friday, September 22, 2017. The meeting was called to order at 1:00 p.m., by Chair Stone, in Conference Room A, followed by the Pledge of Allegiance.

#### **ROLL CALL**

	Ms. L. Stone, Chair	Mr. W. Gould, Advisory Director
	Ms. K. Rapp, Vice-Chair	Mr. B. Lukoff
	Mrs. C. Damoci	Mr. S. McGuigan
Present:	Ms. S. Fekjar, Advisory Director (1:08)	
Absent:	Ms. S. Hopewell	
	Ms. L. Perrotti	
Staff and	Ms. P. Snowden, GRF Representative, Mutual Two	
Guests:	Mrs. J. Reed, GRF Representative, Mutual Four	
	Ms. S. Massa-Lavitt, Mayor of Seal Beach	
	Mr. R. Ankeny, Executive Director	
	Ms. C. Miller, Director of Finance	
	Mr. M. Weaver, Facilities Director	
	Mr. T. DeLeon, Recreation Director	
	Ms. K. Lukina, Recording Secretary	
	Two Shareholders/Members	

#### **CHAIR'S ANNOUNCEMENTS**

Chair Stone welcomed Committee members, and guests, and recognized the attendees - the Mayor of Seal Beach Sandra Massa-Lavitt, Executive Director Randy Ankeny, Director of Finance Carolyn Miller, Facilities Director Mark Weaver, Recreation Director Terry DeLeon, and the Recording Secretary Katya Lukina.

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.

In accordance with California Civil Code Section 4090, please be advised that a quorum of the GRF Board of Directors is present at today's posted meeting. The business of the Strategic Planning Ad Hoc Committee will be conducted in accordance with the agenda. As a quorum of the Board is present, this meeting will be conducted as a committee meeting, and as a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance

with stated committee policy and/or provide recommendations to the GRF Board of Directors at its regular Board meeting on the 4<sup>th</sup> Tuesday of the month. GRF Board members who are not committee members will be allowed to comment when recognized by the Chair and only during the proscribed Foundation member/shareholder comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members/Shareholders. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in October, 2017.

### **RULES OF ORDER**

Chair Stone asked everyone to turn off their cell phones, be courteous and respectful at all times, and wait to be addressed.

### **CHAIR'S REPORT**

Chair Stone had no report to present at the time of the meeting.

### **APPROVAL OF MINUTES**

Minutes of May July 28, 2017 were approved as presented.

### **SHAREHOLDER/ MEMBER COMMENTS**

There were no comments made by the shareholders/members at the time of the meeting.

### **UNFINISHED BUSINESS**

#### **Ten-Year Projects Plan**

The Committee reviewed 2016 projects, and revised 2017 - 2018 Capital and Reserve projects to reflect spending, and adjust required funding. Following a discussion, the Committee concurred to remove the year of 2016 from Ten-year projects plan.

After reviewing 2018 Reserve projects, the Committee concurred to break the Streets Phase III into sub-phases, move Service Maintenance/Purchasing to 2019 (Reserves), and consider completing the News Building project in 2017 (with LED lighting as a building expense), budgeted through operational funds.

Following a discussion, the Committee concurred to start the next scheduled meeting with the review of project plans for 2019 and further years.

#### **Clubhouse Revitalization Project**

The Committee reviewed current worksheet on Clubhouse Revitalization Project, as presented by the Executive Director. Following a discussion, the Committee concurred to



add two additional columns – “actual” and an “estimate”, to reflect the amounts spent and projected.

### **NEW BUSINESS**

#### **Reserve Study**

The Committee concurred to discuss the Reserve Study at the upcoming Reserve Study meeting.

#### **Swimming Pool**

The Committee discussed this topic under Ten-year Projects Plan, 2018 Capital.

### **STAFF REPORTS**

#### **Executive Director**

The Executive Director commented on the items pertaining to the Committee’s area of purview throughout the meeting, and spoke of the GRF Board of Directors planning session, scheduled on September 29, 2017.

#### **Facilities Director**

The Facilities Director commented on the items pertaining to the Committee’s area of purview throughout the meeting.

### **PRESIDENT’S COMMENTS**

The President spoke on various items pertaining to the agenda throughout the meeting.

### **SHAREHOLDERS/ MEMBERS COMMENTS**

There were no comments made by shareholders/members at the time of the meeting.

### **COMMITTEE MEMBER COMMENTS**

Seven Committee members commented on various items pertaining to the agenda.

### **ADJOURNMENT**

The Chair adjourned the meeting at 2:55 p.m.



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Linda Stone, Chair  
Strategic Planning Ad Hoc Committee  
KL 09.22.2017

**RECAP OF MOTIONS AND ACTIONS TAKEN AT THE STRATEGIC PLANNING  
AD HOC COMMITTEE SPECIAL MEETING**

**ACTIONS**

- There being no objections, Chair Stone declared the reading of the Quorum Notification be dispensed with by unanimous consent;
- The Committee concurred to remove the year of 2016 from Ten-year projects plan;
- The Committee concurred to break the Streets Phase III into sub-phases, move Service Maintenance/Purchasing to 2019 (Reserves), and consider completing the News Building project in 2017 (with LED lighting as a building expense), budgeted through operational funds;
- The Committee concurred to start the next scheduled meeting with the review of project plans for 2019 and further years;
- The Committee concurred to add two additional columns – “actual” and an “estimate”, to reflect the amounts spent and projected;
- The Committee concurred to discuss the Reserve Study at the upcoming Reserve Study meeting.

**MOTIONS**

- The minutes of July 28, 2017 were approved as presented;
- The meeting was adjourned at 2:55 p.m.