



MUTUAL ADMINISTRATION COMMITTEE MINUTES

Administration Conference Room A

Tuesday, November 14, 2017

1:00 PM

CALL TO ORDER/PLEDGE OF ALLEGIANCE

The meeting of the Mutual Administration Committee was called to order by Chair Hopewell at 1:00 p.m., on Tuesday, November 14, 2017, in the Administration Building Conference Room A. Mrs. Reed led the Committee in the Pledge of Allegiance.

ROLL CALL

Present:	Ms. S. Hopewell, Chair	Ms. R. Winkler, Vice Chair
	Ms. L. Stone, Ex-Officio	Mrs. J. Reed
	Ms. P. Snowden	Mr. R. Stone
	Ms. K. Rapp	Mr. Crossley
	Mr. P. Moore	

Staff and	Mr. R. Ankeny, Executive Director
Guests:	Ms. J. Hopkins, Mutual Administration Director
	Ms. B. Fernandez, Mutual Administration Manager
	Ms. N. Ray, Stock Transfer Manager
	Mr. R. Gonzalez, Facilities Manager
	Mrs. J. Rodgers, Purchasing Manager
	Mrs. C. Tostado, Member Resource Liaison
	Mr. D. Fabian, IT Systems Analyst
	Mrs. K. Aquino, Recording Secretary
	Thirteen shareholder/members

In accordance with California Civil Code Section 4090, please be advised that a quorum of the Golden Rain Foundation (GRF) Board of Directors (BOD) is present at today's posted meeting. The business of the Mutual Administration Committee will be conducted in accordance with the agenda. As a quorum of the board is present, this meeting will be conducted as a committee meeting *and* a Board meeting. The agenda actions of the committee will be limited only to the members of the committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF BOD at its regular Board meeting on the 4th 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 comment period, not to exceed three minutes, as set forth in Policy 5610, Participation by Foundation Members. The minutes of today's Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes at the next Committee meeting.

CHAIR'S ANNOUNCEMENTS

The Chair welcomed the Committee Members, guests and staff, including Honorary Mayor Sandra Massa-Lavitt, GRF President Linda Stone, Executive Director Randy Ankeny, Mutual Administration Director Jodi Hopkins, Mutual Administration Manager Blessilda Fernandez, Stock Transfer Manager Nancy Ray, Facilities Manager Ruben Gonzalez, Purchasing Manager Julie Rodgers, Member Resource Liaison Cynthia Tostado, IT Systems Analyst Daniel Fabian, and Recording Secretary Kheara Aquino. She requested that members exhibit an appropriate amount of decorum and turn off cell phones.

MINUTES

The Chair declared the regular meeting minutes of October 10, 2017, and the special meeting minutes of October 23, 2017, approved, as written.

SHAREHOLDER COMMENTS

One shareholder/member spoke on today's Committee agenda items.

CORRESPONDENCE

The Committee received one piece of correspondence.

STAFF REPORTS

The Community Facilities Manager presented the open SRO Report.

Following questions, Mr. Gonzalez left the meeting at 1:18 p.m.

The Member Resource Liaison presented the Member Resource Data and Summary of Activities Report.

Following questions, Mrs. Tostado left the meeting at 1:30 p.m.

UNFINISHED BUSINESS

Notice of Disclaimer Regarding Dual Ownership

Ms. Winkler MOVED, seconded by Mr. R. Stone and carried unanimously by the Committee members present,

TO, approve the use of the revised Notice of Disclaimer Regarding Dual Ownership during the escrow process to ensure, via the buyer's signatures, the buyers are aware of the fact some Mutuals do not allow owning, or being on

UNFINISHED BUSINESS (continued)

Notice of Disclaimer Regarding Dual Ownership (continued)

certificates, for more than one unit, and advising them to discuss the potential ownership with both Mutual Boards.

The MOTION was carried unanimously by the Committee members present.

NEW BUSINESS

Stock Transfer Documents

The Committee concurred to schedule a special meeting/work study to review the proposed Stock Transfer Documents.

New Buyer Presentation

Ms. Rapp MOVED, seconded by Mrs. Reed and carried unanimously by the Committee members,

TO, recommend the GRF Board approve the New Buyer Presentation and place on the GRF/Leisure World Website.

The MOTION was carried unanimously by the Committee members present.

The Chair called a break from 2:45 p.m. to 3:00 p.m.

POLICIES

There were no Policies to discuss.

SUB-COMMITTEE REPORTS

Re-numbering Sub-Committee

Ms. Snowden presented on the Re-numbering Sub Committee.

STAFF REPORTS

The Mutual Administration Manager presented the Budget Variance Report inclusive through October 2017.

The Stock Transfer Manager presented her reports.

The Mutual Administration Director presented her reports.

The Executive Director spoke on various topics throughout the meeting.

MEMBER COMMENTS

Several shareholder/members spoke on various items related to the purview of the Committee.

PRESIDENTS COMMENTS

President Stone spoke on topics discussed at today's Committee meeting.

COMMITTEE MEMBER COMMENTS

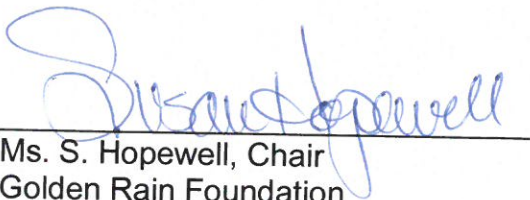
Eight Committee members spoke on the proceedings of the Committee meeting.

CHAIR'S COMMENTS

The Chair thanked committee members, staff and guests for attending

ADJOURNMENT

The Vice Chair adjourned the meeting at 3:28 p.m.



Ms. S. Hopewell, Chair
Golden Rain Foundation
kla 11.15.17