



## MUTUAL ADMINISTRATION COMMITTEE MINUTES

Administration Conference Room A

Tuesday, December 12, 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, December 12, 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. L. Stone, Ex-Officio
	Mrs. J. Reed	Ms. P. Snowden
	Mr. R. Stone	Ms. K. Rapp
	Mr. Crossley	Mr. P. Moore

Absent: Ms. R. Winkler, Vice Chair

Staff and  
Guests: Mr. R. Ankeny, Executive Director  
Ms. J. Hopkins, Mutual Administration Director  
Ms. B. Fernandez, Mutual Administration Manager  
Ms. N. Ray, Stock Transfer Manager  
Mr. R. Gonzalez, Facilities Manager  
Mrs. K. Aquino, Recording Secretary  
Twelve 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 if 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 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 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.

Emergency Agenda Item

The Committee discussed to amend today's committee agenda.

Mr. Moore MOVED, seconded by Ms. Rapp and carried unanimously by the Committee members,

**TO**, amend today's committee agenda and add disbursement of discretionary funds to New Business Item "b".

The motion was carried unanimously by Committee members present.

Disbursement of Discretionary Funds

The Committee discussed the disbursement of discretionary funds.

Ms. Rapp MOVED, seconded by Mr. Crossley and carried unanimously by the Committee members present

**TO**, to send the discretionary fund of \$1,000 to the ADRC Committee for Landscaping.

The motion was carried unanimously by the Committee members present.

**POLICIES**

There were no Policies to discuss.

**SUB-COMMITTEE REPORTS**

Re-numbering Sub-Committee

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

New Buyer Video Sub-Committee

Ms. Rapp presented on the New Buyer Video Sub-Committee.

**STAFF REPORTS**

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

The Stock Transfer Manager presented her reports.

**STAFF REPORTS (continued)**

Mutual Administration Committee, 12/12/17

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**

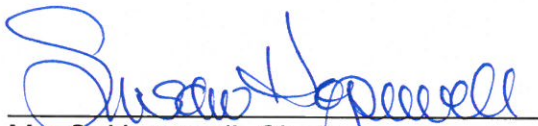
Eight Committee members spoke on the proceedings of the Committee meeting.

**CHAIR'S COMMENTS**

The Chair thanked committee members, staff and guests for attending

**ADJOURNMENT**

The Chair adjourned the meeting at 2:39 p.m.



Ms. S. Hopewell, Chair  
Golden Rain Foundation  
k1a 12.15.17