



MUTUAL ADMINISTRATION COMMITTEE MINUTES

Administration Conference Room A

Tuesday, January 9, 2018, 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, January 9, 2018, 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
	Ms. R. Winkler, Vice Chair	Mrs. J. Reed
	Ms. P. Snowden	Mr. R. Stone
	Ms. K. Rapp	Mr. Crossley
	Mr. P. Moore	

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. C. Tostado, Member Resource Liaison
	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 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 GRF President Linda Stone, Mutual Administration Director Jodi Hopkins, Mutual Administration Manager Blessilda Fernandez, Stock Transfer Manager Nancy Ray, Facilities Manager Ruben Gonzalez, Member Resource Liaison Cynthia Tostado, 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 December 12, 2017, approved, as printed.

SHAREHOLDER COMMENTS

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

CORRESPONDENCE

The Committee received no correspondence.

STAFF REPORTS

The Community Facilities Manager presented the open SRO Report.

Following questions, Mr. Gonzalez left the meeting at 1:11 p.m.

The Member Resource Liaison presented her statistics report inclusive through December 2017.

Following questions, Mrs. Tostado left the meeting at 1:21 p.m.

UNFINISHED BUSINESS

Financial Verification Form

Stock Transfer Manager Ray presented an update on the Financial Verification Form additions.

NEW BUSINESS

Stock Transfer Documents

The Committee discussed the updated Stock Transfer Documents

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

TO, approve the Stock Transfer Documents as presented to the Committee.

The motion was carried unanimously by the Committee members present.

Seal Beach Leisure World – Active Adult Community Disclosure

The Committee concurred to discuss this topic further at the next Presidents' Council meeting.

POLICIES

Policy 7710 – Estate Transaction and Creditors' Claim

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

TO, recommend that the GRF Board rescind Policy 7710 – Estate Transaction and Creditors' Claim.

The motion was carried unanimously by the Committee members present

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

TO, recommend that the GRF Board rescind Policy 7710.1 – Admittance to Apartments – Public Administrator's Office.

The motion was carried unanimously by the Committee members present

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 Director presented her reports.

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

The Stock Transfer Manager 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

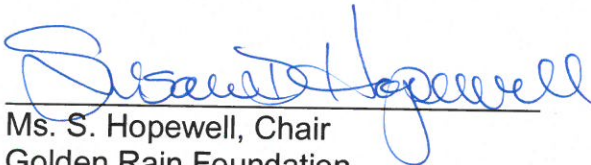
Eight Committee members spoke on the proceedings of the Committee meeting.

CHAIR'S COMMENTS

The Chair thanked committee members, staff and guests for attending

ADJOURNMENT

The Chair adjourned the meeting at 2:38 p.m.



Ms. S. Hopewell, Chair
Golden Rain Foundation
kla 01.18.17