



FINANCE COMMITTEE BOARD MINUTES

March 19, 2018

The meeting of the Finance Committee and the Golden Rain Foundation Board of Directors was held on Monday, March 19, 2017 and was called to order at 10:00 a.m. by Chair Lukoff, in the Administration Conference Room, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mr. B. Lukoff, Chair Ms. R. Winkler
 Mrs. C. Damoci, Vice Chair Ms. K. Rapp
 Ms. S. Hopewell Ms. L. Stone, Ex-Officio
 Ms. P. Snowden

Absent: Mr. S. McGuigan

Staff and Guests: Mr. R. Ankeny, Executive Director
 Ms. C. Miller, Director of Finance
 Ms. J. Rodgers, Purchasing Manager
 Mrs. C. Mancilla, Recording Secretary
 Mr. R. Stone, GRF Representative, Mutual One
 Mr. P. Pratt, GRF Representative, Mutual Two
 Mrs. J. Reed, GRF Representative, Mutual Four
 Ms. S. Fekjar, GRF Representative, Mutual Sixteen
 Four Shareholder/Members

Chair Lukoff greeted and welcomed everyone to the Finance Committee meeting and introduced Foundation members, guests and staff.

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 Finance 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 Board of Directors 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 four 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 in April 2018.

CHAIR'S ANNOUNCEMENTS

Chair Lukoff welcomed the Committee members, guests and staff, including GRF President Linda Stone; Executive Director Randy Ankeny; Director of Finance Carolyn Miller; Purchasing Manager Julie Rodgers; Recording Secretaries: Corina Mancilla, Marcy Kmiecik and Jessica Pellegrini.

APPROVAL OF MINUTES

The minutes of the February 20, 2018, regular meeting were approved, as presented.

FINANCIALS

The Finance Director reviewed the Financials for the month of January 2018. After a brief discussion, Ms. Winkler MOTIONED, seconded by Ms. Rapp and carried unanimously by the Committee members present-

TO accept and forward to the GRF BOD the Financial Statements for the month February 2018, as presented by the Director of Finance.

CORRESPONDENCE

Investment – D. Julian & Dennis Craig

The Committee reviewed a letter from Mr. Julian and Mr. Craig on Investments.

Fines – C. Damoci

It was the ruling of the Committee that parking violation fines should be treated the same as any other fine levied, as directed by a Mutual Board. Fines upon Mutual Property are to be directed into the applicable Mutual accounts.

The Finance Director was tasked in drafting procedure.

UNFINISHED BUSINESS

Lease – Medical Center

After a brief discussion, the Committee concurred to schedule a special meeting to go over the lease and bring back at the next scheduled meeting.

Amphitheater Sound System Replacement

After a brief discussion, Ms. Winkler MOTIONED, seconded by Mrs. Damoci and carried unanimously by the Committee members present –

TO recommend the GRF BOD approve the Reserve funding for the Amphitheater Sound System upgrades, in an amount not to exceed \$120,000.

NEW BUSINESS

Investments Ladder

The Director of Finance advised that the investment recommendation is to continue the CDAR ladder. After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Hopewell and carried unanimously by the Committee members present -

TO recommend the GRF BOD authorized the purchase of one (1) CDAR, for \$800,000 at .70%, from the First Foundation Bank Money Market Reserve account and from the proceeds for a maturing CDAR, which will remain fully insured by the FDIC.

Acceptance of the Final Draft 2017 Audited Financial Statements and Excess Income Distribution

The Director of Finance and Committee members reviewed the final draft Financial Statements as of December 2017, for the year then ended, and the proposed Independent Auditor's Report as submitted by CliftonLarsonAllen LLP.

After a brief discussion, Ms. Rapp MOTIONED, seconded by Ms. Hopewell and carried unanimously by the Committee members present –

TO accept and recommend to the GRF BOD acceptance of the final draft 2017 Golden Rain Foundation Financial Statements as of December 31, 2017, for the year then ended, and the proposed Independent Auditors' Report as submitted by CliftonLarsonAllen LLP, hereby accepting the above mentioned Financial Statements and reports therein, reflecting excess income of \$128,128.

2017 Excess Income (Policy 5528-31, Refund of Excess Income)

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Hopewell and carried unanimously by the Committee members present –

TO recommend to the GRF BOD return the 2017 Excess Income to the Mutuals.

Additional Surveillance Cameras – Capital Funding Request

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Ms. Snowden –

TO allocate Capital funding, for additional surveillance cameras, in an amount not to exceed \$15,500.

The motion was carried with one no vote (Damoci)

Building Five, Room D - Lease

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee members present –

TO recommend to the GRF BOD the proposed Lease Agreement between GRF and the Korean American Club (CLUB), for the use of Trust Property as defined by applicable policy, for a portion of the Trust Property, commonly identified as Building Five, Room D.

Clubhouse Pianos – Reserve Funding

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee members present –

TO recommend the GRF BOD approve Reserve funding for the Community Piano Upgrade Program, in an amount not to exceed \$19,500.

POLICIES

Amend 5522-31, Safe Deposit Boxes

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Hopewell and carried unanimously by the Committee members present -

TO recommend the GRF BOD approve Policy 5522-31, Safe Deposit Boxes, as amended.

Review 5523-31, Accounts Receivables Collection

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Rapp and carried unanimously by the Committee members present -

TO accept Policy 5523-31, Accounts Receivables Collection, as reviewed.

Review 3323-31, Disposition of Surplus Equipment

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Snowden and carried unanimously by the Committee members present -

TO accept Policy 3323-31, Disposition of Surplus Equipment, as reviewed.

Review 2230-31, Authorized Signatories

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Hopewell and carried unanimously by the Committee members present -

TO accept Policy 2230-31, Authorized Signatories, as reviewed.

Rescind 5320-31, Capital Improvements

After a brief discussion, Ms. Hopewell MOTIONED, seconded by Ms. Winkler and carried unanimously by the Committee members present -

TO recommend the GRF BOD rescind Policy 5320-31, Capital Improvements, as presented.

5506-31 – Request for Proposal Policy

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Ms. Hopewell and carried unanimously by the Committee members present -

TO amend Policy 5506-31, Request for Proposal Policy, set up a meeting for review and bring back at the next scheduled meeting.

After a brief discussion, the Committee concurred add additional changes and bring back at the next scheduled meeting.

STAFF REPORTS

Purchasing Manager

The Purchasing Manager provided her monthly report, as presented in the agenda packet.

After a brief discussion, the Committee concurred to schedule a meeting with the Purchasing Manager to go over department procedures.

Finance Director

The Finance Director provided her monthly financial reports, as presented in the agenda packet.

Executive Director

The Executive Director provided information and updates throughout the meeting.

PRESIDENT'S COMMENTS

The President commented on the items pertaining to the Committee's area of purview throughout the meeting.

SHAREHOLDER/MEMBER COMMENTS

No shareholder/member spoke on the proceedings of the Committee meeting.

COMMITTEE MEMBERS COMMENTS

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

ADJOURNMENT

Chair Lukoff adjourned the meeting at 12:16 p.m.



Barry Lukoff, Chair
FINANCE COMMITTEE

cm 03.19.18