



**BOARD OF DIRECTORS MEETING MINUTES
GOLDEN RAIN FOUNDATION
April 23, 2019**

CALL TO ORDER

President Linda Stone called the regular monthly meeting of the Board of Directors (BOD) of the Golden Rain Foundation (GRF) to order at 10:00 a.m., on Tuesday, April 23, 2019, in Clubhouse Four.

PLEDGE OF ALLEGIANCE

Dee Steinbrecher, President of the Garden Club, led the Pledge of Allegiance.

ROLL CALL

Following the roll call, the Corporate Secretary reported that Directors Perrotti, R. Stone, Snowden, Pratt, L. Stone, Gerber, Gould, Rapp, Fekjar, Doderio, Winkler, Heinrichs, Lukoff, Friedman, Isom, and Moore were present. The Executive Director and the Director of Finance were also present. Directors Findlay and Hopewell were absent.

Sixteen Directors were present, with a quorum of the voting majority.

PRESIDENTS COMMENTS

Good Morning Members, today I want to talk about rumors. I am always amazed at the rumors that abound in Leisure World. I suppose that with 9,000 plus residents, I shouldn't be surprised. But I still am!

The first rumor is that our Executive Director, Randy Ankeny, gave himself a \$40,000 raise this year. Well, he didn't this year, nor last year. Let me assure you that Randy cannot give himself a raise...only the GRF Board of Directors has that power. Randy has a review every year as do all GRF employees. Randy's annual review is in June. At that time, the Board carefully evaluates his performance for the past year and decides what compensation is appropriate going forward, and it hasn't been \$40,000!

Rumor #2: GRF is going to take away amenities to open a restaurant and bar. The fact is that many, many residents have expressed an interest in a restaurant and bar on campus. (Of all the Leisure Worlds across the country, Leisure World Seal Beach is the only one without an onsite restaurant and bar.)

Because so many residents asked, GRF is exploring the options. And I emphasize, exploring!

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The first step was to form a subcommittee to study what would be involved if a large part of the community agreed with the concept. And, I might mention, this eight-member subcommittee is a combination of GRF Directors, Mutual Presidents and residents (Resident Specialists). Please watch the LW Weekly and the LW Live for a survey that is on its way. It will ask several questions, such as:

- Do you want a restaurant and bar?
- What type of food service would you like, breakfast, lunch and/or dinner?
- Should guests be allowed?
- Should take out and food delivery be available?

These are just a few of the questions that will be asked. Be sure to have your voice heard by taking part in this survey.

Depending on the results of the survey (if they are positive), the next step would be for the subcommittee to gather enough information to send to the Recreation Committee for their input. If the results are still positive, then the Recreation Committee will ask the Board of Directors for a “concept” approval before any more staff time is utilized. If the concept is approved by the Board, it will go back to the subcommittee to develop a plan, costs, timeline, etc. Once that is complete, it will start the process again: subcommittee-Recreation Committee-GRF Board. This is not a quick project. GRF’s processes are slow. There will be ample opportunities to voice your comments, concerns, and suggestions. At every step of the way, and as a reminder, all committee and board meetings are open and invite public comment. The addition of a restaurant and/or bar will not happen without the input of the residents and the approval of the GRF Board.

Next month, on Tuesday, May 28, the GRF Monthly Board Meeting will be held at night (6 pm). This meeting will be the last official business meeting of the 2018-2019 term. During the month of June, we will have the GRF Election meeting, the GRF Annual meeting and the GRF Organizational meeting. There will be a GRF Board meeting on June 26 which is the first meeting of the 2019-2020 term. And now to the business at hand.

ANNOUNCEMENTS

The GRF Board of Directors met in Executive Session on April 5, 2019, to discuss legal and contractual matters.

SERVICE ANNIVERSARIES

Three employees were recognized with a service award.

Julie Rodgers	Purchasing	5 years
Carolyn Miller	Finance	10 years
Jesus Lopez	Service Maintenance	40 years

SEAL BEACH COUNCIL MEMBER’S REPORT

Seal Beach Council Member Sandra Massa Lavitt provided an update on the City of Seal Beach Council meeting.

HEALTH CARE CENTER UPDATE

The President advised that representatives from the Health Care Center weren't able to attend today's meeting, but it is anticipated that they will be able to provide monthly updates going forward.

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter into a comment period prior to the beginning of business. **NOTE:** Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting. The Open Meeting Act allows boards of directors to establish reasonable time limits for the open forum and for speakers to address the board. ([Civ. Code §4925\(b\)](#).) Time limits, per speaker, are limited to:

- 4 minute limit per speaker, when there are no more than 15 speakers
- 3 minute limit per speaker, 16 - 25 speakers
- 2 minute limit per speaker, over 26 speakers

Two members offered comments.

CONSENT CALENDAR – APPROVAL OF BOARD COMMITTEE MEETING MINUTES

In accordance with Civil Code 4090, the Foundation will make available a summary of the meetings where a quorum of the Board was present. A quorum of the Board was present at the following Committee meetings:

- Minutes of the Recreation Committee Board Meeting of March 4, 2019
- Minutes of the Executive Committee Board Meeting of March 8, 2019

APPROVAL OF BOARD MEETING MINUTES

The minutes of the March 26 meeting were approved, as presented.

REPORTS

The Chair of the Facilities and Amenities Review (FAR) Ad hoc Committee presented a report on the progress of the Ad hoc Committee.

The Chair of the Management Services Review Ad hoc Committee presented a report on the progress of the Ad hoc Committee.

The Chair of the Strategic Planning Ad hoc Committee presented a report on the progress of the Ad hoc Committee.

The Health Care Center Advisory Board presented a report on the progress of the Board.

NEW BUSINESS

General

Adopt Policy 20-2841-2, Graphic Design Services (TENTATIVE VOTE)

At its meeting on April 11, 2019, the Communications Committee recommended the adoption of 20-2841-2, Graphic Design Services. Increasingly, the LW Weekly staff are requested to provide graphic design services which are not part of the services provided

Mr. Pratt MOVED, seconded by Mr. Gould-

TO tentatively adopt 20-2841-2, Graphic Design Services, as presented, pending a 30-day notification to the members, and a final decision by the GRF Board of Directors, on May 28, 2019.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Approve April GRF Board Report

The monthly GRF Board report shall contain the GRF BOD meeting recap, GRF Committee and Ad hoc Committee monthly summaries of action and the Financial Recap page, as established by the Executive Committee on February 9, 2019.

Mr. Dodero MOVED, seconded by Ms. Winkler -

TO approve the April GRF Board Report, as presented.

One Director and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board Directors present.

Executive Committee

Approve Amended Employee Handbook

At the regularly scheduled meeting of the Executive Committee on April 12, 2019, the Committee reviewed proposed revisions, as recommended by Employment Legal Counsel, to the GRF Employee Handbook (Exhibit B in the agenda packet), as part of our regular annual legal review for compliance to State and Federal laws. Exhibit A, in the agenda packet, provides a summary of the general amendments and modifications.

Mr. Lukoff MOVED, seconded by Ms. Rapp -

TO approve the GRF Employee Handbook, as presented, and authorize the Executive Director to distribute the amended document as soon as administratively feasible.

Three Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board Directors present.

Rescind Position Description 3491.6, Parking Enforcement Specialist

At its April 12, 2019 meeting, the Executive Committee recommended the GRF Board of Directors rescind the Parking Enforcement Specialist position description 3491.6 (Exhibit A in agenda packet), approved at the April 25, 2017 GRF Board of Directors' meeting. This recommendation is based upon Security Department operational revisions for enhanced efficiency and optimum use of staffing hours.

In order to provide more comprehensive enforcement upon Trust Property, as well as all Mutuals, all Security Officers will be trained on procedures for issuing a citation and, if approved, the current Parking Enforcement Specialist will be transferred to Security Officer positions.

Mr. Gould MOVED, seconded by Ms. Snowden -

TO rescind position description 3491.6., Parking Enforcement Specialist.

Two Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board Directors present.

Non-budgeted Operating Funding Request – Approve Applicant Tracking System

At the regularly scheduled meeting of the Executive Committee on April 12, 2019, the Committee reviewed a replacement to the current Human Resources Department (HR) applicant system, ZipRecruiter. This applicant system has been a cost-effective solution; however, ZipRecruiter has undergone application modifications, elimination of functionality, and a substantial price increase (from \$239 per month to \$549 per month).

Upon Committee review of the three viable solutions (see Exhibit A), Clear Solutions ATS (Exhibit B in agenda packet), provides the greatest functionality at a reasonable expense (\$385 per month, \$4,620 annually).

At the April 15, 2019 meeting of the Finance Committee, the Committee determined sufficient operational funds are available for the additional non-budgeted expense.

Ms. Isom MOVED, seconded by Ms. Rapp -

TO approve the contract with Clear Solutions ATS, authorize the President to sign the agreement, and cancel the subscription with ZipRecruiter.

One Director and the Human Resources Director spoke on the motion.

The motion was carried unanimously by the Board Directors present.

Finance Committee

Accept March Financial Statements

At the regularly scheduled meeting of the Finance Committee on April 15, 2019, the Committee duly moved to recommend to the Golden Rain Foundation Board of Directors acceptance of the March 2019 financial statements for audit.

Ms. Winkler MOVED, seconded by Mr. Lukoff -

TO accept the March 2019 financial statements for audit.

Three Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Approve Funds Transfer Request – Reserve Funds

At the regularly scheduled meeting of the Finance Committee on April 15, 2019, the members discussed the liquid funds held in various financial institutions and noted the total balances in one of the financial institutions will exceed the FDIC insurance limit upon maturity of a CDAR and, therefore, will not be in compliance with Policy 5520-31 – Reserves.

The Committee passed a motion to recommend to the GRF Board the transfer of \$500,000 of reserve funds from First Foundation Bank to US Bank, following the maturity of a \$500,000 CDAR on May 2, 2019, for the purposes of maximizing insured funds and to invest in higher yielding investments with Morgan Stanley.

Mr. Lukoff MOVED, seconded by Ms. Fekjar -

TO approve a transfer of \$500,000 of reserve funds, from First

Foundation Bank to Morgan Stanley, following the maturity of a \$500,000 CDAR on May 2, 2019, for the purposes of maximizing insured funds and to invest in higher yielding investments with Morgan Stanley.

insured funds and to invest in higher yielding investments with Morgan Stanley.

Two Directors spoke on the motion.

The motion was carried unanimously by the Board members present.

Approve CD Purchase – Reserve Funds

At the regularly scheduled meeting of the Finance Committee on April 15, 2019, the members discussed diversifying the reserve fund investment portfolio by purchasing investments with Morgan Stanley in addition to US Bancorp. Additionally, the Committee discussed the current investment ladder and reserve funds available for investing to fill in the gaps in the investment ladder.

Following this discussion, the Committee passed a motion to recommend to the GRF Board the purchase of brokered CDs from Morgan Stanley, totaling \$1,000,000 of reserve funds, with 12-month and 18-month terms, at the prevailing interest rates, at the time of purchase.

Ms. Heinrichs MOVED, seconded by Mr. Dodero

TO approve the purchase of brokered CDs from Morgan Stanley totaling \$1,000,000 of reserve funds, using funds from the US Bank money market account and proceeds from a maturing CDAR on May 2, 2019, at First Foundation Bank, with 12-month and 18-month terms, at the prevailing interest rates, at the time of purchase.

One Director and the Director of Finance spoke on the motion.

The motion was carried unanimously by the Board members present.

Approve CD Purchase – Capital Improvement Funds

At the regularly scheduled meeting of the Finance Committee on April 15, 2019, the members discussed investing some of the Capital Improvement funds in higher yielding investments by continuing the investment ladder with varying maturity dates, as not all funds will be needed within the short-term.

Following this discussion, the Committee passed a motion to recommend to the GRF Board the purchase of brokered CDs from US Bancorp, totaling \$500,000 of Capital Improvement funds, with 12-month and 18-month terms at the prevailing interest rates at the time of purchase.

Mr. Friedman MOVED, seconded by Ms. Rapp-

TO approve the purchase of brokered CDs from US Bancorp, totaling \$500,000 of Capital Improvement funds, with 12-month and 18-month terms at the prevailing interest rates at the time of purchase.

The motion was carried unanimously by the Board members present.

Adopt Policy 20-1450-1, Guidelines for Leasing of Trust Property

At its Special meeting on March 29, 2019, the Recreation Committee recommended the adoption of 20-1450-1, Guidelines for Leasing of Trust Property, upon concurrence to adopt from the Finance Committee.

At its meeting on April 15, 2019, the Finance Committee moved to recommend the GRF Board of Directors adopt these guidelines.

Ms. Rapp MOVED, seconded by Mr. Moore-

TO adopt 50-1450-1, Guidelines for Exclusive Leasing of Trust Property, as presented.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Amend Policy 40-5061-2, Fees

At its meeting on April 15, 2019, the Finance Committee recommended the GRF Board of Directors amend Policy 5061-31, Fees, which currently lists the fee for additional Leisure World maps as \$5 per map, excluding shareholders. A reduction of the fee to \$1 is recommended as \$1 more accurately reflects the actual cost of the maps.

Ms. Winkler MOVED, seconded by Ms. Gerber-

TO amend 40-5061-2, Fees, to reflect the amendment of the fee for additional Leisure World maps (excluding shareholders) from \$5 to \$1.

Five Directors and the Executive Director spoke on the motion.

The motion was carried with four no votes (Friedman, Isom, Snowden, Winkler).

Mutual Administration Committee

Accept Revised Seal Beach Leisure World Buying and Selling Handout

At its April 8, 2019 meeting, the Mutual Administration Committee moved to recommend the Golden Rain Foundation Board of Directors accept the revisions to the Leisure World Seal Beach Buying and Selling Handout.

Further, the Committee recommends the GRF BOD approve distribution of the Handout, by the Stock Transfer Office, to realtors and post on the Leisure World Seal Beach website.

Ms. Snowden MOVED, seconded by Ms. Fekjar -

TO accept the revisions to the Leisure World Seal Beach Buying and Selling Handout, approve distribution of the Handout, by the Stock Transfer Office, to realtors, and post on the Leisure World Seal Beach website.

Seven Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Authorize the Mind Booster Workshops

At its April 8, 2019 meeting, the Mutual Administration Committee moved to recommend the GRF Board of Directors authorize the Alzheimer's Family Center, at 9451 Indianapolis Ave., Huntington Beach, CA, to offer the LWSB Community a Mind Booster course, in August 2019. This four-week course is designed to keep the mind active. The program provides a prestigious group of experts for an interactive series addressing the following areas: Memory Loss, Nutrition, Exercise and Stress Management, Cognitive Tools and Mental Health Resources, Legal Issues and Planning for the Future (see attached brochure in agenda packet).

The classes meet weekly, for three hours, each session. The cost is \$25, per person, for the full series, with a minimum seating for 50.

Mr. Stone MOVED, seconded by Ms. Rapp-

TO authorize the Member Resources & Assistance Liaison to plan and coordinate the Mind Booster workshop, inside the Leisure World Seal Beach community, with permission to use Clubhouse space, to accommodate 50+ residents.

Three Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board members present.

Physical Property Committee

Capital Funding Request – Replacement of Fountain, Golf Course Lake

It has been requested to obtain cost to install new fountains for the Golf Course Lake by the Recreation Committee. The Service Maintenance Department has provided an estimate to complete this task. The cost to install three (3) floating fountains is \$6,815 (see attached).

At the regularly scheduled meeting of the Physical Property Committee (PPC) on April 3, 2019, the Committee unanimously moved to request the GRF Board approve the purchase and installation of three (3) floating fountains, for a cost not to exceed \$6,815.

At its regular meeting on April, 2019, the Finance Committee reviewed available funding for this capital project, and unanimously resolved funding is available.

Ms. Gerber MOVED, seconded by Ms. Fekjar -

TO approve the purchase and installation of three floating fountains
at the Golf Course Lake, Capital funds, at a cost not to exceed
\$6,815, and authorize the Executive Director initiate the purchase.

Six Directors, the Executive Director and the Facilities Director spoke on the motion.

The motion was carried with four no votes (Friedman, Lukoff, Pratt, R. Stone).

Recreation Committee

Amend Policy 1445-52, Mission Park Programs

At its regular meeting on February 4, 2019 the Recreation Committee moved to recommend the GRF Board of Directors amend Policy 1445-52, Mission Park Programs.

Mrs. Perrotti MOVED, seconded by Ms. Snowden-

TO amend Policy 1445-52, Mission Park Programs, advising that
Mission Park programs are to be reserved through the Recreation
Reservations Office, that guest usage of Mission Park is eliminated,
that trainers engaged by clubs must be approved, of an update of
prohibited items in Mission Park, and that abuse of custodial staff

may be cause for temporary or permanent loss of privileges.

Two Directors spoke on the motion.

Mr. Gould MOVED, seconded by Mr. Lukoff,

TO remove the amendment Multi-Use Facilities Rules, 1. from Policy 1445-52, Mission Park Programs.

Ten Directors spoke on the motion.

The motion to amend failed with four yes votes (Dodero, Gould, Isom, Lukoff).

Mr. Lukoff MOVED, seconded by Mr. Stone-

TO refer the policy back to the Recreation Committee, for further review.

Four Directors and the Executive Director spoke on the motion.

The motion failed with five yes votes (Dodero, Gould, Isom, Lukoff, R. Stone).

The main motion was carried with four no votes (Dodero, Gould, Isom, Lukoff).

CONTROLLER'S REPORT

The Finance Director provided a financial report earlier in the meeting.

EXECUTIVE DIRECTOR'S REPORT

The Executive Director provided a brief update on community topics.

BOARD MEMBER COMMENTS

Sixteen Board members spoke on the meeting proceedings.

ADJOURNMENT

The meeting was adjourned was at 12:10 p.m.



Suzanne Fekjar
GRF Corporate Secretary
dfb