

The Golden Rain
Foundation provides an
enhanced quality of life
for our active adult
community of Seal
Beach Leisure World.



November 26, 2019

Approved Consent Agenda

MOVED and duly approved to adopt the Consent Agenda: Committee/Board meeting minutes for the month of October, as presented; minutes of the October 22, 2019 Golden Rain Foundation (GRF) Board of Directors (BOD), as amended; the November GRF Board Report as presented; the financial statements October 2019, for audit; and the purchase of brokered CDs, from US Bancorp, totaling \$250,000 of Capital Improvement funds, with a term not to exceed eighteen (18) months at the broker's discretion, at the prevailing rates at the time of purchase.

General – Pool Area Renovation Project

MOVED and duly approved an additional \$15,000 of funding (\$12,500 Reserves Funds and \$2,500 Capital Funds) for the golf patio portion of the project, as approved at the August 27, 2019 meeting of the GRF Board, for the replacement of the area drainage pipes, underground electrical, associated area irrigation and the building awning and the installation of a retaining wall around the Magnolia tree and authorize the President to sign any associated agreements and/or authorize the Executive Director to initiate the purchases as required for the completion of these noted additional projects.

MOVED and duly approved to continue the demolition and discovery portions of the locker rooms and pool and spa section of the project and authorize staff to use available contingency funds within the approved project for such discovery and professional consolation.

MOVED and duly approved to place any replacements of the locker rooms, pool and spa section of the approved project on hold, pending final discovery, and direct staff to provide a full report at the January meeting of the Physical Properties Committee. The Physical Properties Committee is directed to review the scope of the approved project against all items discovered under the demolition phase of the project and provide a recommendation to the GRF Board at the January meeting.

MOVED and duly approved to direct staff to hold a general town hall meeting on the project, as well as publish informational articles in LW Weekly, to keep the community informed on the delay of the project noting the unknown conditions discovered during the demolition phase of the approved project.

Communications/IT Committee – Amend 20-5050-1, Billboards and 20-5050-4, Request to Display on Billboards

MOVED and duly approved to amend 20-5050-1, Billboards, updating the document language and amend 20-5050-4, Request to Display on Billboards, updating the types of documents that may be displayed and restating the instructions to complete the request.

Communications/IT Committee – Adopt 20-2806-1, Community Publications

MOVED and duly approved to adopt 20-2806-1, Community Publications, consolidating multiple documents pertaining to the use of print (LW Weekly), digital (LW Live), and other communications media with the community.

Communications/IT Committee – Rescind Communications/IT Committee Documents

MOVED and duly approved to rescind 20-2810-1, Community Submissions, 20-2811-1, News Coverage of Candidates, 20-2825-1, Special Columns, 20-2840.02-1, Deadlines, 20-2840.04-3, News Stories, 20-2840.06-3, Obituaries, 20-2840.07-3, News Photos, 20-2840.08-3, News Coverage, 20-2840.09-3, Survey Collections Point, 20-2869-3, LW Live, as presented.

Executive Committee – **FINAL VOTE**: Amend 30-5093-1, Member Rules of Conduct

MOVED and duly approved to adopt 30-5093-1, Member Rules of Conduct, as amended, which sets forth the members' rules of conduct, fulfilling GRF's duty and fiduciary responsibility to enforce its governing documents and protect GRF Trust Property and assets, GRF staff and GRF-contracted service providers, as presented.

Executive Committee – **FINAL VOTE**: Amend 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties

MOVED and duly approved to adopt 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties, as presented, which sets forth the fines, penalties and legal action that may result from non-compliance with the Member Rules of Conduct, as presented.

Executive Committee – Adopt 30-5093-3, Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing

MOVED and duly approved to adopt 30-5093-3, Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing, as presented.

Executive Committee – Amend 30-5101-1, Limitation of Terms

MOVED and duly approved to amend 30-5101-1, Limitation of Term – GRF Officers & Chairs, removing the restriction of Chairs of the GRF standing committees not being permitted to succeed themselves in office for more than two (2) terms, as presented.

Facilities and Amenities Review (FAR) Ad hoc Committee – **TENTATIVE VOTE**: Amend 70-1406-1, Limitations on Use.

MOVED and duly approved to amend 70-1406-1, Limitations on Use, as amended (establishing criteria for who may use specified Trust Property, the addition of the Multi-use Court and Bocce Ball Court, updates of various Clubhouse Rules, an update of criteria for use of Clubhouse Facilities by outside organizations, a reference to 70-1406-2, Limitations on Use, Fees, for fee information, and authorization for the Golden Age Foundation to use the hospitality area in any Clubhouse, on any holiday, for the benefit of the Members), pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Facilities and Amenities Review (FAR) Ad hoc Committee – **TENTATIVE VOTE**: Adopt 70-1406-2, Limitations on Use, Fees

MOVED and duly approved to adopt 70-1406-2, Limitations on Use, Fee, establishing fees for organizations using Trust Property, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Finance Committee – Approve 2019/2020 Master Insurance Policy Renewal

MOVED and duly approved the master insurance policy proposal, dated November 7, 2019, as submitted, in the amount of \$2,219,449, for the policy period of December 1, 2019 to November 30, 2020, and authorize the President to sign the required renewal documents pursuant to the related proposal as prepared and submitted by DLD Insurance Brokers, Inc.

Finance Committee – Exclusive Use of Trust Property, Onsite Resales Building

MOVED and duly approved the exclusive lease of Trust Property, commonly identified as the Onsite Resales Building, with the Januszka Group, Inc., per the stipulated terms and conditions of the lease agreement and upon the Januszka Group, Inc. providing all documentation as required by the agreement, and authorize the President to sign the agreement.

Finance Committee – Exclusive Use of Trust Property, Annual Lease Agreements

MOVED and duly approved to send notice of non-renewal of the exclusive use of Trust Property, within Clubhouse Three, by the Video Producers Club.

Physical Property Committee – Amend 60-5350-3, Construction Bids and Contracts

MOVED and duly approved to amend 60-5350-3, Construction Bids and Contracts, updating the document language, as presented.

Physical Property Committee – Approve SCE Street Light Head Replacements to LED

MOVED and duly approved the replacement of an estimated 281 SCE Street light heads with energy efficient LED 4000K lights, for the cost of \$326.40, each, or \$91,718 total. The expense to replace the lights is to be collected within a 20-year period tariff, and authorize the President sign the agreement.

Physical Property Committee – Reserve Funding Request – Main Gate, LED Lights

MOVED and duly approved for the Service Maintenance Department to replace the existing lighting at the Security Offices with LED light panels and replace the ceiling tiles, for a cost not to exceed \$3,550, Reserve funding.

Physical Property Committee – Reserve Funding Request – Clubhouse Three, Lobby Door Replacement

MOVED and duly approved to award a contract to Axxess Door to replace the automatic doors at Clubhouse Three Lobby, for a cost not to exceed \$9,878, Reserve funding, and authorize the President sign the contract.

Recreation Committee – Adopt 70-2504-1, Library Rules and Adopt 70-2501-3, Library Procedures

MOVED and duly approved to adopt 70-2504-1, The Library, Rules and 70-2504-3, The Library, Procedures, which set forth the rules and procedures for the Leisure World Library, as presented.

Recreation Committee – Rescind 70-2501-1, Library, General Information

MOVED and duly approved to rescind 70-2501-1, Library, General Information, as presented.

Recreation Committee – **TENTATIVE VOTE:** Adopt 70-2504-2, Library Fees

MOVED and duly approved to adopt 70-2504-2, The Library, Fees, which sets forth the fees associated with late charges, lost or damaged materials, and library services, pending a 28-day

notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Recreation Committee – **TENTATIVE VOTE:** Adopt 70-1447-1, Use of Community Facilities, Mini-Farm

MOVED and duly approved to adopt 70-1447-1, Use of Community Facilities – Mini Farm - Rules, setting forth the rules for fair and equitable use of the Mini Farm area, as presented, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 28, 2020.

Recreation Committee – Amend 70-1400-1, Co-Occupants and Qualified Permanent Residents (QPR) Use of Clubhouses

MOVED and duly approved to return 70-1400-1, Use of GRF (Trust) Facilities, to the Recreation Committee, for review.

Recreation Committee – Capital Funding Request – Approve Feasibility Study, Savory Hospitality

MOVED and duly approved the professional consulting services by Savory Hospitality, per the attached proposal dated September 11, 2019, in the amount of \$2,300, Capital Funding, and approve the President to sign the agreement.

Recreation Committee – Capital Funding Request – Fitness Center Improvements

MOVED and duly approved consulting services from K Allan Consulting for the Fitness Center improvements, in an amount not to exceed \$3,000, Capital funds, and to approve the President to sign the contract.

Recreation Committee – Capital Funding Request – RV Lot Aisle and End Marker Replacement

MOVED and duly approved the replacement of all aisle and end cap markers throughout the RV lot, Capital funding, in an amount not to exceed \$3,330, and to the authorize Recreation Department to complete this task.

Recreation Committee – Rescind Previous GRF BOD Motion re: Locker Agreement Invoice Cycle

MOVED and duly approved to rescind the GRF Board of Directors' action of August 27, 2019, pertaining to Locker Agreement/Invoicing Cycle, and recommend the Recreation Department collect payment, at the time of renewal.

October 24, 2019, Management Services Ad hoc Committee

- CONCURRED to remove line items 8, 11 and 12 and change line item 10 to a shareholder service in the final list of reviewed services;
- CONCURRED that upon completion of the review the IT department, to forward a final report to the November BOD.

November 4, 2019, Recreation Committee

- MOVED to recommend to the GRF Board the retention of Savory Hospitality Consulting in the amount of \$2,300, Capital funds, per the proposal dated, September 11, 2019, pending Finance Committee review;
- MOVED to approve Terry Hill & Associates for providing the entertainment for the 2020 Amphitheater Show season;
- MOVED to recommend to the Finance Committee the exclusive use of approximately 543 sq. ft., within CH3, for use by the Genealogy Club, from January 1, 2020, to December 31, 2020, contingent upon the additional provisions within the lease agreement, the Club must be open to general members at least 5 days a week, for 4 hours, per open day;
- MOVED to recommend to the Finance Committee the exclusive use of approximately 239 sq. ft., within the upper amphitheater, for use by the Theater Club, from January 1, 2020, to December 31, 2020;
- MOVED to recommend to the Finance Committee the exclusive use of approximately 434 sq. ft., within CH1, for use by the Historical Society, from January 1, 2020, to December 31, 2020;
- MOVED to recommend to the Finance Committee the exclusive use of approximately 910 sq. ft., within the 1.8 acres, for use by Rolling Thunder, from January 1, 2020, to December 31, 2020;
- MOVED to recommend the GRF Board award a contract to K Allan Consulting for a cost not to exceed \$3,000, Capital funding, pending Finance Committee review;
- MOVED to recommend the GRF Board approve the replacement of all aisle and end markers throughout the RV Lot for a cost not to exceed \$3,330, Capital funds, pending Finance Committee review;
- MOVED to decline the proposal from American Textile Recycling;
- MOVED to recommend the GRF Board of Directors rescind the Locker Agreement Invoicing Cycle and recommend the Recreation Department collect payment at the time of renewal;
- CONCURRED to forward this agenda item to the Physical Property Committee for further review;
- MOVED to recommend the GRF Board adopt 70-1447-1, Use of Community Facilities, Mini Farm, as amended, effective April 1, 2020;
- MOVED to recommend the GRF Board adopt 70-2504-1, Library Rules, as presented;
- MOVED to recommend the GRF Board adopt 70-2504-3, Library Procedures, as presented;
- MOVED to recommend the GRF Board approve 70-1400-1, Co-Occupants and Qualified Permanent Resident (QPR) Use of, as presented.

November 5, 2019, Facilities and Amenities Review Committee

- CONCURRED to take no action on Clubhouse One, pending a determination of the Restaurant/Bar proposal;
- CONCURRED to take no action on Change of Venue for Hospitality, pending a determination of the Restaurant/Bar proposal;
- CONCURRED to take no action on Fitness Center Space Designer/Architect, pending a Recreation Committee recommendation to the GRF BOD for a Fitness Center consultant;
- CONCURRED to take no action on Woodshop Space Designer/Architect, pending a determination of the Restaurant/Bar proposal;
- CONCURRED to take no action on Exclusive Use/Users of Trust Property pending a Recreation Committee recommendation to the GRF BOD for exclusive use leases for the Genealogy Club, Video Producers Club, Theater Club, Historical Society, and Rolling Thunder;
- CONCURRED to table Swimming Pool Off Hours and Guests at Swimming Pool until renovations of the pool are complete;
- MOVED to recommend the GRF BOD adopt 70-1406-2, Limitations on Use, Fees, as presented;
- MOVED to recommend the GRF BOD adopt amend 70-1406-1, Limitations on Use, as amended.

November 6, 2019, Governing Documents Committee

- CONCURRED to schedule a work study meeting to add keywords to all governing documents;
- MOVED to approve the governing document layout on the website, as amended and presented by IT;
- MOVED to approve the new format and to activate the upper links, as presented by IT;
- MOVED to remove the word policy/policies, from within the body of the governing documents;
- MOVED to amend 20-5125-3, Communications/ITS Committee Charter, by adding keywords, as well as making the Non-substantial changes and approved, as final;
- MOVED to amend 70-5135-3, Recreation Committee Charter, by adding keywords and approved, as final;
- MOVED to amend 80-5145-3, Security Bus and Traffic Committee Charter, by adding keywords and approved, as final;
- MOVED to amend 40-5115-3, Finance Committee Charter, by adding keywords and approved, as final;
- MOVED to amend 40-2244-3, Reconciliation of Annual Financial Statement, by adding keywords and approved, as final;
- MOVED to amend 40-3323-3, Disposition of Surplus Equipment, by adding keywords and approved, as final;
- MOVED to amend 40-5506-3, Request for Proposal Requirements, by adding keywords, as well as making the Non-substantial changes and approved, as final;
- MOVED to amend 40-5522-3, Safe Deposit Boxes, by adding keywords and approved, as final;
- CONCURRED to take no action and to review at the next scheduled meeting: 40-3326-1, Purchasing Warehouse Guidelines for Inventory and Non-Inventory Purchases; 40-2230-3, Authorized Signatories; 40-2920-3, Budget Controls; 40-3325-3, Purchase of Non-Standard Items; 40-5340-1, Capital Improvement Fund; 40-5520-1, Reserves; 40-5523-1, Accounts Receivable Collections; 40-5528-1, Refund of Excess Income; 40-5540-1, Contingency Operating Fund; 40-5516-3, Committee Non-Budgeted Expense ;40-5061-2, Fees; Amend 40-

- 5523-1, Accounts Receivable Collections; Amend 60-5504-1, Insurance Requirements – Contractors.

November 6, 2019, Physical Property Committee

- MOVED to close the following projects: Project 919-19, Trust Property Parking Markings T's & L's and Project 924-19, Electric Vehicle Charging Stations – Clubhouse Four;
- MOVED to recommend the GRF Board approve the replacement of all existing SCE streetlight heads with 4000K LED heads allowing for the cost of \$326.40 per head (approx. 281 total heads) to be collected back within the tariff over a 20-year period;
- MOVED to approve the Service Maintenance Department to replace the existing lighting at the Security Offices with LED panels and replace the ceiling tiles for a cost not to exceed \$3,550, Reserve funding, pending Finance Committee review;
- CONCURRED to take no action on the Historical Society topic;
- MOVED to recommend the GRF BOD award a contract to Axxess Door to replace the automatic doors at Clubhouse Three Lobby for a cost not to exceed \$9,978, Reserve funding, pending Finance Committee review;
- CONCURRED to review the Mosquito Trapping topic at the February 2020 meeting;
- CONCURRED to forward the Physical Property Request for Proposal document to the Governing Documents Committee to designate a document number and add keywords;
- CONCURRED to discuss the Reconfiguration of North Gate Entry Road at the next scheduled Committee meeting;
- MOVED to recommend the GRF BOD amend 90-5350-3, Construction Bids and Contracts.

November 7, 2019, Architecture and Design Review Committee

- MOVED to approve the Anguiano Lawn Care proposal, for the Serenity Garden, in the amount of \$3,346, Operating funds;
- MOVED to approve the Anguiano Lawn Care proposal, for Clubhouse Four, in the amount of \$1,740, Operating funds;
- MOVED to set aside an amount, not to exceed \$500, for artwork at the pool in the starter lobby;
- MOVED to approve landscape improvement at Clubhouse Four, in the area located by the west side transformer, in an amount not to exceed \$5,000 and approve ADR Committee members Heinrichs and Stone to make selections; additionally, moved to include Clubhouse Four, Library, and Clubhouse Three vicinity;

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November 8, 2019, Executive Committee

- MOVED recommend the GRF BOD adopt 30-5093-3, Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing, as presented;
- MOVED to adopt the Employee Disclosure Form for inclusion in the Employee Handbook and to be attached to all position descriptions;
- MOVED to amend the position descriptions for Copy Center Clerk 3194 1 and Copy Center Clerk 3194 2, as presented;
- MOVED to recommend the GRF BOD amend 30-5101-1, Limitation of Terms.

November 13, 2019, Security, Bus & Traffic Committee

- REQUESTED Fleet Manager to provide updated information on animal control and requested review of 80-5538-1, Bus Safety Rules, at the next scheduled Committee meeting.

November 14, 2019, Communications & IT Committee

- CONCURRED to request the IT Supervisor create a Constant Contact sub tab for Mutual 17 internal use;
- CONCURRED to request the IT Supervisor present Spectrum and Frontier Internet costs for the Committee's review at the next scheduled Committee meeting, prior to moving forward;
- CONCURRED to further discuss the phone system at the next scheduled Committee meeting and have the IT Supervisor present the test results for the elevator phone in the Administration building;
- CONCURRED to not discuss the GRF Board Goals, Update, at this time;
- MOVED to recommend the Finance Committee review availability of Capital funds, in the amount of \$16,500, for the upgrade of wireless antennas;
- CONCURRED to not discuss the Use of LW Live, by the Health Care Center, at this time;
- CONCURRED to request the IT Supervisor present a total list of Jenark data fields, and further discuss it with the Director of Finance and the Stock Transfer Manager at the next scheduled Committee meeting;
- CONCURRED to move ahead with the selection B for a calendar cover, with a bigger GRF logo (in white);
- CONCURRED to request the IT supervisor follow up with the Director of Finance regarding the approved budget for Windows 10 upgrade;
- CONCURRED to authorize staff to change the provider from Constant Contact to Mail Chimp;
- CONCURRED to authorize the GRF Events & Activities flyer be issued through LW Live and posted on the LW website. The Library Operations Supervisor and the Director of Communications and Technology will discuss ways to include this information in the LW Weekly;
- MOVED to approve Policy 2-2806-1, News Coverage, as amended, rescind Policy 2-2804-36, Community Newsletter Submissions, Policy 2825-36, Special Columns, Policy 2840.02-36, Deadlines, Policy 2840.04-36, News Stories, Policy 2840.06-36, Obituaries, Policy 2840.07-36, News Photos, Policy 2840.08-36, News Coverage, Policy 2840.09, Collection Point, Policy 2810-36, Community Submissions, Policy 2811-36, News Coverage of Candidates, Policy 2869-36, LW Live, and forward it to the Board of Directors for approval;
- The Committee also concurred to have the Director of Communications and Technology draft a fee Policy 20-2806-2 and present it for the Committee's review at the next scheduled Committee meeting;
- MOVED to recommend the GRF BOD amend Policy 20-5050-1, Digital Billboards, and Policy 20-5050-4, Request for Display on Digital Billboard, as amended;
- MOVED to recommend the GRF BOD rescind Policy 2-2804-36, Community Newsletter Submissions, Policy 2825-36, Special Columns, Policy 2840.02-36, Deadlines, Policy 2840.04-36, News Stories, Policy 2840.06-36, Obituaries, Policy 2840.07-36, News Photos, Policy 2840.08-36, News Coverage, Policy 2840.09, Collection Point, Policy 2810-36, Community Submissions, Policy 2811-36, News Coverage of Candidates, and Policy 2869-36, LW Live.

November 15, 2019, Mutual Administration Committee

- CONCURRED to include the latest updates to the Hazardous Waste section in the Bereavement Workbook, previously approved by the Committee;
- CONCURRED to review the Welcome Packet at the December Committee meeting and Mr. Ankeny will seek legal opinion regarding whether new buyers must receive a printed copy of GRF

- and Mutual documents and for the Communications and Technology Director will be invited to provide an update regarding the Community Guide at the next Committee meeting;
- CONCURRED to invite the Stock Transfer Manager to provide input on the document at the next Committee meeting.

November 18, 2019, Finance Committee

- CONCURRED to authorize the Purchasing Manager to dispose unusable items, as necessary and needed;
- MOVED to recommend the GRF Board accept, for audit, and forward to the GRF Board the financial statements for period ending October 2019, as presented by the Director of Finance and as reviewed by the Finance Committee;
- MOVED to and approved steps, as noted in the agreement between Charles Briskey Real Estate and GRF, for non-renewal;
- MOVED and recommended the GRF Board authorize the exclusive lease of Trust Property, commonly identified as the onsite resales building, with the Januszka Group, Inc;
- MOVED to and recommended the GRF Board authorize the purchase of brokered CDs from US Bancorp totaling \$250,000 of capital funds, with a term not to exceed eighteen (18) months determined at broker discretion, at the prevailing interest rates at the time of purchase;
- MOVED to and recommended the GRF Board approve the insurance proposal dated November 7, 2019, as submitted by DLD Insurance Brokers, Inc., in the amount of \$2,219,449, for the policy period of December 1, 2019 to November 30, 2020 and authorize the President to sign;
- MOVED to recommend the GRF BOD approve exclusive use of approximately 543 sq. ft., within CH3, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Genealogy Club, from January 1, 2020, to December 31, 2020;
- MOVED to recommend the GRF BOD approve exclusive use of approximately 434 sq. ft., within CH1, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Historical Society, from January 1, 2020, to December 31, 2020;
- MOVED to recommend the GRF BOD approve exclusive use of approximately 910 sq. ft., within the 1.8 acres, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by Rolling Thunder, from January 1, 2020, to December 31, 2020;
- MOVED to recommend the GRF BOD approve exclusive use of approximately 239 sq. ft., within the upper amphitheater, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Theater Club, from January 1, 2020, to December 31, 2020;
- MOVED to recommend the GRF BOD send notice of non-renewal of the exclusive use of Trust Property within CH3 by the Video Producers Club;
- MOVED to recommend the GRF BOD approve exclusive use of approximately 320 sq. ft., within the upper amphitheater, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by the Video Producers Club, from January 1, 2020, to December 31, 2020;
- MOVED to recommend the GRF BOD approve exclusive use of approximately 8,800 sq. ft., of exterior Trust Property located adjacent to the North/West perimeter wall off El Dorado, for one dollar (\$1.00) per year, paid in advance, under the terms and conditions per the attached agreement, for use by Mutual Eight, from January 1, 2020, to December 31, 2020;

- MOVED to waive the Lost GRF ID Card Fee for 111819.CGM1 and for 111819.DHM4;
- DETERMINED that sufficient Capital funding, in the amount of \$2,300, is available for professional consultation services, to provide a feasibility study, by Savory Hospitality Consulting and forward this request to the GRF Board of Directors, for final approval;
- DETERMINED that sufficient Capital funding, not to exceed \$3,000, is available for Consulting services from K Allan Consulting, for the Fitness Center improvements and forward this request to the GRF Board of Directors, for final approval;
- DETERMINED that sufficient Capital funding, not to exceed \$3,330, is available for the replacement of all the aisle and end markers in the RV Lot and forward this request to the GRF Board of Directors, for final approval;
- DETERMINED that sufficient Reserve funding, not to exceed \$3,550, is available to replace the existing lighting at the Security Offices, with LED panels along with replacing the ceiling tiles and forward this request to the GRF Board of Directors, for final approval;
- DETERMINED that determined that sufficient Reserve funding, in the amount of \$9,878, for the replacement of automatic doors at Clubhouse Three Lobby and forward this request to the GRF Board of Directors, for final approval.

- **CANCELLED: November 19, 2019, Website Redesign Ad hoc Committee**

- **November 20, 2019, Strategic Planning Ad hoc Committee**

- CONCURRED to assign a priority level, between one and ten (one being the highest priority and ten being the lowest priority) to each Future Visions line item and requested the Executive Director to add the estimated cost to the Future Visions spreadsheet, for review at the next Committee meeting.

- **CANCELLED: November 28, 2019, Management Services Review Ad hoc Committee**

Financial Recap – October 2019

As of the ten-month period ended October 2019, the draft financial reports indicate that GRF is in a favorable financial position with a surplus of \$524,716.

Major variances are:

Wages, Taxes & Benefits	523,677	Favorable: Wages \$225K; P/R Taxes \$27K; Workers' Comp \$35K; Group Ins \$213K; 401(k) Match \$23K
Temporary Agency Fees	(195,360)	Unfavorable: Temporary help for key positions.
Supplies	42,858	Favorable: Low requisitions YTD
Professional Fees	(44,000)	Unfavorable: Litigation
Facilities Rentals & Maintenance	96,740	Favorable: Landscaping \$81K; Service Contracts \$15K
Property & Liability Ins Prem	30,721	Favorable: Projected YE budget variance \$34K
Rental Income	(21,989)	Unfavorable: Lower unit sales than planned
Interest Income	124,351	Favorable: Actual yields > planned
News Advertising	(159,178)	Unfavorable: Budget planned more aggressive sales
Other Income	101,324	Favorable: Purchasing Processing Recovery \$46K; Lost Member ID Card \$16K; Fees \$39K

	Fund Balance	Allocated For Current Projects	Allocated For Future Projects	For details, see page
Reserve Funds				
Repairs & Replacements	\$10,264,379	\$2,059,940	\$8,204,439	7

	Fund Balance	Allocated Funds	Unallocated Funds	For details, see page
Capital Funds				
Capital Improvements	\$2,312,263	\$272,199	\$2,040,064	8

Total year-to-date approved unbudgeted operating expenses are \$38,128.