



**BOARD OF DIRECTORS MEETING MINUTES
GOLDEN RAIN FOUNDATION
November 26, 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, November 26, 2019, in Clubhouse Four.

PLEDGE OF ALLEGIANCE

Rose Sprague, President of the Women's Club, led the Pledge of Allegiance.

ROLL CALL

Following the roll call, the Corporate Secretary reported that Directors Perrotti, St. Aubin, Snowden, Pratt, L. Stone, Gerber, Thompson, Hopewell, Rapp, Fekjar, Dodero (arrived at 10:30 a.m.), Winkler, Heinrichs, Findlay, Lukoff, Friedman, Isom, and Massetti (via teleconference) were present. The Executive Director and the Director of Finance were also present.

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

PRESIDENTS COMMENTS

Good morning residents. Thank you for coming today especially when most of your thoughts are probably on turkey not policies.

When I first ran for the GRF Board of Directors in June 2013, one of the questions I was asked at a candidate's forum was "what are the total assets of GRF?" Fortunately, I had done my homework and knew the answer was \$20 million.

If I were asked the same question today, the correct answer would be \$28,760,408. In six- and one-half years, your Board of Directors has increased your assets (worth) by nearly \$9 million dollars. That is a lot considering GRF is required to proceed cautiously because we are managing other people's money. We must always first preserve capital. We are bound by our Fiduciary Duty.

What is Fiduciary Duty? Directors of corporations, in fulfilling their managerial responsibilities, are charged with certain fiduciary duties. The primary duties are the duty of care and the duty of loyalty.

The duty of care requires that directors inform themselves “prior to making a business decision, of all material information reasonably available to them.”

The duty of loyalty means that all directors and officers of a corporation working in their capacities as corporate fiduciaries must act without personal economic conflict.

The directors must put their business decisions above their personal desires. The question we always ask ourselves is “what is best for the Golden Rain Foundation”...not what I want but what is a smart business decision for the preservation and growth of the Foundation. It is not always a pleasant or popular choice but obviously one that is continually made as you can see by the impressive growth of our assets in the last six years.

My hope is that the residents understand the tough decisions that are made daily by the dedicated staff and the dedicated Board of Directors. These decisions are not made without all information taken into consideration.

On a lighter note: *"The turkey. The sweet potatoes. The stuffing. The pumpkin pie. Is there anything else we all can agree so vehemently about? I don't think so."* - **Nora Ephron**
Happy Thanksgiving!

ANNOUNCEMENTS

The GRF Board held an Executive Sessions of the GRF Board on Friday, November 1, Tuesday, November 12, and Friday, November 22, 2019.

SERVICE ANNIVERSARIES

One employee was recognized with a service award; although not able to attend, John Holland, Service Maintenance Department, was recognized for 20 years of service.

EMPLOYEES OF THE MONTH

Vice President and Chair of the Executive Committee introduced the Employees of the Month, since the program's inception in April 2019.

Sora Lee	Finance Department	April
George Madrid	Service Maintenance	May
Belinda Meacham	Stock Transfer	June
Susan Flynn	Recreation	August
Michael Meza	Physical Property	September
Jeannie Braun	Service Maintenance	October

SEAL BEACH COUNCIL MEMBER'S REPORT

Seal Beach Council member Sandra Massa-Lavitt provided an update on the City of Seal Beach Council meeting and introduced the Seal Beach Police Department officers that have been patrolling in Leisure World.

HEALTH CARE CENTER ADVISORY BOARD UPDATE

Charity Kopp, Health Care Center Administrator, presented a report on the major projects and renovations at the Health Care Center.

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

Nine members offered comments.

CONSENT AGENDA

The consent agenda included October Board Quorum Committee meeting minutes (Recreation Committee Board Meeting of October 7, 2019; Facilities and Amenities Ad hoc Committee Meeting of October 8; Security, Bus & Traffic Committee Board Meeting of October 9, 2019, Executive Committee Board Meeting of October 11, 2019, and Mutual Administration Committee Board Meeting of October 14); the minutes of the October 22, 2019 Board meeting, acceptance of the November GRF Board Report, acceptance of the Month of October Financial Statements for Audit, and approval of Capital Funds Investment Purchase.

The Consent Calendar was adopted, as amended.

REPORTS

The Chair of the Facilities and Amenities Review (FAR) Ad hoc Committee updated the audience on the Committee's last meeting.

The Chair of the Management Services Review Ad hoc Committee advised that the catalog of GRF services to the Mutuels has been completed and distributed to the GRF Board members for review, prior to presentation at the December GRF Board meeting.

The Chair of the Strategic Planning Ad hoc Committee updated the audience on the Committee's last meeting and advised that the Committee will report to the Board in the spring.

The Chair of the Website Redesign Ad hoc Committee advised that the Committee met on October 15 and the next scheduled meeting will be December 11, at 10 a.m., in Conference Room B.

NEW BUSINESS

General

Pool Renovation

At the August 27, 2019 meeting of the Board of Directors, the Board approved a total of \$750,000 (\$555,065 Reserve Funding and \$194,935 Capital Funding) to renovate and/or replace Trust Property Assets and components of such assets generally identified as:

- Golf Patio
- Golf Starter and Restrooms
- Pool Area, Men's and Women's Locker Rooms
- Pool and Spa
- Pool Area perimeter wall

These are collectively referred to as the Pool Project.

Under the general approved scope of work, general assumptions were made based upon existing visual conditions and associated building codes at time of construction, with contingencies normally associated with the age of the assets. All such work was based upon general repairs and enhancements to extend the useful life of the assets.

On November 4, 2019, the project commenced, as scheduled, with the demolition stages. As the demolition proceeded, numerous conditions beyond the scope of work were exposed, many of these being installations which would not have been code compliant at the time and/or safety related (Exhibit A in agenda packet).

As evident by Exhibit A, the conditions exposed exceed the approved scope of work. Of importance, as these conditions are uncovered, all remedial actions must be performed in accordance with generally accepted construction practices, as well as meet all applicable building and safety codes.

Due to now known conditions and conditions that may yet to be uncovered, the following actions are requested:

1. Additional Reserve and Capital funding is required to complete the Golf patio side section of the project:
 - a. Replacement of the exterior building awning as the awning was not installed to code (no footings) and poses a possible safety concern. Reserve Funding requested, \$5,000.
 - b. Replacement of all patio side drains, underground electrical and major irrigation components. Reserve Funding, \$7,500
 - c. Installation of a block retaining wall around a feature tree; this action is required to maintain acceptable walkway grade without the need to remove a mature and healthy tree, which greatly enhances the area. Capital Funding, \$2,500
2. Locker room and Pool sections of the project:

- a. As numerous conditions well beyond the scope of work have been identified, additional time is required to extend the scope of demolition and discovery.
- b. Due to possible structural concerns as evident on both the pool and spa shells, additional time is required to complete investigations and testing

Ms. Rapp MOVED, seconded by Mrs. Perrotti-

TO approve 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.

One Director and the Executive Director spoke on the motion.

The motion was carried unanimously.

Ms. Rapp MOVED, seconded by Ms. Snowden and carried unanimously-

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 consultation.

Ms. Rapp MOVED, seconded by Mr. Dodero-

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.

Two Directors and the Executive Director spoke on the motion.

The motion was carried unanimously.

Ms. Rapp MOVED, seconded by Ms. Winkler-

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.

Five Directors and the Executive Director spoke on the motion.

The motion was carried unanimously.

Communications and ITS Committee

Amend 20-5050-1, Digital Billboard and 20-5050-4, Request to Display on Digital Billboards

At its meeting on November 14, 2019, the Communications/IT Committee recommended the GRF Board of Directors amend 20-5050-1, Digital Billboards and 20-5050-4, Request to Display on Digital Billboards.

Ms. Isom MOVED, seconded by Ms. Heinrichs and carried unanimously-

TO amend 20-5050-1, Digital Billboards, updating the document language and amend 20-5050.01-4, Request to Display on Digital Billboards, updating the types of documents that may be displayed and restating the instructions to complete the request.

Adopt 20-2806-1, Community Publications

At its meeting on November 14, 2019, the Communications/IT Committee recommended the GRF Board of Directors adopt 20-2806-1, Community Publications. The Committee suggests that combining multiple documents will simplify, by consolidation, access to the rules for use of media

Mr. Pratt MOVED, seconded by Ms. Fekjar and carried unanimously-

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.

Rescind Communications/IT Committee Documents

At its meeting on November 14, 2019, the Communications/IT Committee moved to recommend that the GRF Board of Directors adopt 20-2806-1, Community Publications. With the Board's approval to adopt 20-2806-1, the Committee recommends the documents listed in the motion be rescinded, as they have been incorporated into 20-2806-1.

Ms. Hopewell MOVED, seconded by Ms. Findlay-

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.

Three Directors spoke on the motion.

The motion was carried unanimously.

Executive Committee

FINAL VOTE: Adopt 30-5093-1, Member Rules of Conduct

At its meeting on October 11, 2019, the Executive Committee recommended the GRF Board of Directors adopt 30-5093-1, Member Rules of Conduct.

At its meeting of October 22, 2019, the Board of Directors voted to tentatively amend this document, pending a 28-day notice period to Foundation members. The document draft was published in the October 24 edition on the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling

No correspondence was received, regarding adoption of 30-5093-1, Member Rules of Conduct, during the 28-day notification to the membership period.

Ms. Gerber MOVED, seconded by Ms. Hopewell -

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.

Two Directors spoke on the motion.

The motion was carried unanimously.

FINAL VOTE: Adopt 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties

At its meeting on October 11, 2019, the Executive Committee recommended the GRF Board of Directors adopt 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties.

At its meeting of October 22, 2019, the Board of Directors voted to tentatively amend this document, pending a 28-day notice period to Foundation members. The document draft was published in the October 24 edition on the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling Act, Civil Code §4360.

No correspondence was received, regarding adoption of 30-5093-2, Member Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties, during the 28-day notification to the membership period.

Ms. Hopewell MOVED, seconded by Ms. Gerber and carried unanimously-

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, pending a 28-day notification to the members, and a final decision by the GRF Board of Directors on November 26, 2019.

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

At its meeting on October 11, 2019, the Executive Committee reviewed 30-5093-3, Member Rules of Conduct, Procedure for Notification of Violation and Right to Hearing and requested the Executive Director request a review by corporate counsel. Counsel's recommended changes (additional text in red, text to be deleted struck through) are included in the document.

Ms. Winkler MOVED, seconded by Ms. Hopewell and -

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

One Director spoke on the motion.

The motion was carried unanimously.

Amend 30-5101-1, Limitation of Terms – GRF Officers & Chairs

At its meeting on November 8, 2019, the Executive Committee reviewed 30-5101-1, Limitation of Term – GRF Officers & Chairs and recommends it be amended by the GRF Board of Directors.

Ms. Fekjar MOVED, seconded by Mr. Dodero -

TO amend 30-5101-1, Limitation of Terms – 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.

Three Directors spoke on the motion.

The motion was carried unanimously.

The President called for a ten-minute break at 12:00 p.m.

Facilities and Amenities Review Ad hoc Committee

TENTATIVE VOTE: Amend 70-1406-1, Limitations on Use

At its meeting on July 9, 2019, the Facilities and Amenities Review (FAR) Ad Hoc Committee recommended the GRF Board of Directors amend 70-1406-1, Limitations on Use, as amended by extraction of the fee schedule – 70-1406-2, Limitations on Use, Fees.

At its meeting of July 23, 2019, the Board of Directors voted to tentatively amend this document, pending a 28-day notice period to Foundation members. The document draft was published in the July 25 edition on the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling Act, Civil Code §4360.

No correspondence was received, regarding amendment of 70-1406-1, Limitation on Use, during the 28-day notification to the membership period.

At its August 27, 2019 meeting, the Board of Directors moved to refer 70-1406-1, Limitation on Use, back to the FAR Ad hoc Committee for review and discussion.

At its meeting on September 10, 2019, the Facilities and Amenities Review (FAR) Ad Hoc Committee recommended the GRF Board of Directors amend 70-1406-1, Limitations on Use, as amended by extraction of the fee schedule – 70-1406-2, Limitations on Use, Fees., establishing criteria for who may use specified Trust Property, the addition of the Multi-use Court and Bocce Ball Court, and a reference to 70-1406-2, Limitations on Use, Fees, for fee information.

At its meeting of September 24, 2019, the Board of Directors voted to tentatively amend this document, pending a 28-day notice period to Foundation members. The document draft was published in the September 26 edition on the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling Act, Civil Code §4360.

One item of correspondence was received, regarding amendment of 70-1406-1, Limitation on Use, during the 28-day notification to the membership period.

At its meeting on October 22, 2019, the Board of Directors moved to refer 70-1406-1, Limitation on Use, back to the FAR Ad hoc Committee for review and discussion.

At its meeting on November 5, 2019, the FAR Ad hoc Committee moved to recommend the Board of Directors amend the document by 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.

Mr. Friedman MOVED, seconded by Ms. Snowden -

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.

Four Directors and the Executive Director spoke on the motion.

The motion was carried unanimously by the Board Directors present.

TENTATIVE VOTE: Adopt 70-1406-2, Limitations on Use, Fees

At its meeting on July 9, 2019, the Facilities and Amenities Review Ad Hoc Committee recommended the GRF Board of Directors extract the fee schedule from 70-1406-1, Limitations on Use, creating a new document 70-1406-2, Limitations on Use, Fees.

At its meeting of July 23, 2019, the Board of Directors voted to tentatively amend this document, pending a 28-day notice period to Foundation members. The document draft was published in the July 25 edition on the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling Act, Civil Code §4360.

No correspondence was received, regarding adoption of 70-1406-2, Limitation on Use, Fees, during the 28-day notification to the membership period.

At its meeting on September 10, 2019, the Facilities and Amenities Review (FAR) Ad Hoc

Committee recommended the GRF Board of Directors adopt 70-1406-2, Limitations on Use, Fees, establishing fees to organizations using Trust property.

At its meeting of September 24, 2019, the Board of Directors voted to tentatively amend this document, pending a 28-day notice period to Foundation members. The document draft was published in the September 26 edition on the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. Printed copies were also available to shareholders/members in the News Office, the Library and the Reception desk, second floor of the Administration building. This process is recommended in accordance of the Davis-Stirling Act, Civil Code §4360.

No correspondence was received, regarding amendment of 70-1406-2, Limitation on Use, during the 28-day notification to the membership period.

At its meeting on October 22 meeting, the Board of Directors moved to refer 70-1406-2, Limitation on Use, Fee, back to the FAR Ad Hoc Committee for review and discussion.

At its meeting on November 5, 2019, the FAR Ad Hoc Committee moved to recommend the GRF Board of Directors adopt 70-1406-2, Limitations on Use, Fees.

Ms. Heinrichs MOVED, seconded by Ms. Hopewell -

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

Two Directors spoke on the motion.

The motion was carried unanimously.

Finance Committee

Approve Master Insurance Policy Renewal

DLD Insurance Brokers, Inc. has partnered with the Golden Rain Foundation (GRF) for over 28 years to secure broad and competitive insurance options, in terms of both pricing and coverage conditions. The master insurance package includes coverage for Directors & Officers (D&O), Errors & Omissions (E&O), Forefront Portfolio (Crime/Fiduciary/KRE/Workplace Violence) and Property/Causality.

For this renewal period, the master policy covering both GRF and the Mutuals shows an overall increase of 14.27% over the expiring policy period. A major component driving this increase is an 87.68% increase in premium for umbrella coverage as a result of insurance companies experiencing multi-million dollar verdicts and settlements. Premiums for the renewing coverage

period listed by coverage type and comparisons to the expiring policies and the 2020 budgets are shown in Exhibit A in agenda packet – 2019-2020 Insurance Premium Proposal Comparative.

The new master insurance policy proposal of \$2,214,043 plus \$5,406 in broker fees and one-third of the total pollution policy premium approved in 2017 of \$31,239, for a total premium expenditure of \$2,250,688 will be recognized in the 2020 budget. Combined funds (Foundation and Mutuals), in the amount of \$2,403,016 were included in the respective 2020 operating budgets based upon estimates and assumptions made during the budget period.

At the regular meeting of the Finance Committee held on November 18, 2019, the Committee reviewed the proposal for the Foundation's and the Mutuals' insurance for the renewing policy period, provided by DLD Insurance Brokers, Inc., and unanimously passed a motion to recommend the GRF Board approve the insurance 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, as prepared and submitted by DLD Insurance Brokers, Inc.

Ms. Winkler MOVED, seconded by Mr. Friedman -

TO approve 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.

Two Directors, the Executive Director and the Director of Finance spoke on the motion.

The motion was carried unanimously.

Approve Trust Property, Onsite Resales Building, Lease Agreement

At the July 15, 2019 meeting of the Finance Committee, the Committee duly moved and approved to:

TO initiate the steps as outlined in the Memo for the months of July and August, direct staff to draft an RFP and forward to the Executive Session, for further review.

This action was in response to the percentage of unit sales, made by the current Lessee of onsite resales building, having fallen significantly this year compared to total unit sales, with a 3.5 year trend as follows: Onsite Sales to Total Sales – 2016-41.2%, 2017-41.1%, 2018-39.3%, 2019 (six months)-29.8%.

As the revenue generated by this agreement has substantial impact to the operational budget to offset operational costs and reduce monthly assessments, steps were instituted to review options, including the option to secure a new Lessee of Trust property commonly referred to as the Onsite Resales Building.

Upon review and consideration of qualified brokers to lease the Onsite Resale Building, at the November 18, 2019 meeting of the Finance Committee, the Committee moved and approved to recommend to the Board the Januszka Group, Inc as the new Lessee.

Mr. Friedman MOVED, seconded by Mr. Dodero-

TO approve 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.

One Director spoke on the motion.

The motion was carried with fifteen yes votes and three recusals (Fekjar, Gerber, Perrotti).

Approve Exclusive Use of Trust Property

The annual leases on the Organizations and Clubs noted below will be expiring on December 31, 2019. The Recreation Committee, at its November 4, 2019 meeting, has duly moved to recommend to the Finance Committee the exclusive use of Trust Property (Exhibit A in agenda packet) by: Genealogy Club, Video Producers Club, Theater Club, Historical Society, Rolling Thunder, and Mutual Eight.

Per policy, the Finance Committee has jurisdiction over all income producing leases and at the November 18, 2019 meeting of the Finance Committee, the Committee reviewed the recommendations of the Recreation Committee and duly moved to recommend to the Board the of leasing of trust Property for exclusive use , at a nominal rate of one dollar (\$1.00) per year by the following clubs/organizations (agreements attached), for the term of January 1, 2010 to December 31, 2020: Genealogy Club, CH3, approximately 543 Square feet; Video Producers Club, upper amphitheater, approximately 320 Square feet (previously used as the Emergency Operations Center); Theater Club, upper amphitheater, approximately 239 Square feet; Historical Society, CH1, approximately 434 Square feet; Rolling Thunder, approximately 910 square feet within the area commonly identified as the 1.8 acres.

Ms. Rapp MOVED, seconded by Ms. Hopewell -

TO approve exclusive use of Trust Property, per the terms and conditions of the attached agreements, and authorize the President to sign the agreements conditioned upon: Club/Organization Boards approval of the agreement, as provided, Annual lease payment, and, any documentation required under the terms and condition of the agreement.

1. 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.
2. Send notice of non-renewal of the exclusive use of Trust Property, within CH3, by the Video Producers Club.
3. 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.
4. 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.
5. 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.
6. 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.
7. 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.

Five Directors and the Executive Director spoke on the motion.

Ms. Rapp withdrew the motion, Ms. Hopewell concurred.

Ms. Rapp MOVED, seconded by Ms. Snowden and carried unanimously-

TO send notice of non-renewal of the exclusive use of Trust Property,
within CH3, by the Video Producers Club.

Physical Property Committee

Amend 60-5350-3, Construction Bids and Contracts

At its meeting on November 6, 2019, the Physical Property Committee reviewed 60-5350-3, Construction Bids and Contracts and recommended the GRF Board of Directors amend the document.

Ms. Snowden MOVED, seconded by Ms. Rapp -

TO amend 60-5350-3, Construction Bids and Contracts, updating
the document language, as presented.

One Director and the Executive Director spoke on the motion.

The motion was carried with one no vote (Winkler).

Approve SCE Street Light Head Replacement (to LED)

The Physical Property Department was tasked with obtaining costs for the conversion of all SCE street lights to LED. The proposed cost, from SCE, is \$326.40, per head. The amount is collected back over a 20-year period within the SCE tariff. The dollar amount covers the cost of installation, the material costs, and the regulatory early retirement costs associated with the existing lights. A reduction in electrical costs will be realized shortly after installation. No upfront costs are required.

There are an estimated 281 lights in the community. At a cost of \$326.40 each, the total cost is \$91,718 (\$382, per month, distributed over a 20-year period).

The Physical Property Committee (PPC) reviewed the cost, the electrical savings from LED replacement and the need for improved lighting in the community and unanimously agreed to recommend the Board approve the project. The PPC also choose to use 4000K lights (color chart attached in agenda packet).

Mr. Lukoff MOVED, seconded by Ms. Fekjar -

TO approve 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.

One Director and the Executive Director spoke on the motion.

The motion was carried unanimously.

Reserve Funding Request – Main Gate, LED Lights

Regarding the request to replace the existing lighting with LED light panels at the Security Main Gate Office, the Service Maintenance Department provided a material cost of \$3,550 for the request as well as for replacement of all the ceiling tiles.

At its November 6, 2019 meeting, the Physical Property Committee unanimously agreed to forward this request to the GRF Board for approval after review by the Finance Committee.

At its November 18, 2019 meeting, the Finance Committee reviewed funding for this replacement and determined Reserve funds are available.

Mrs. Perrotti MOVED, seconded by Mr. Friedman -

TO approve 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.

One Director and the Executive Director spoke on the motion.

The motion was carried unanimously.

Reserve Funding Request – Clubhouse Three, Lobby Door Replacement

The Clubhouse Three Lobby exit doors are beyond repair and have exceeded their expected life. The Physical Property Department obtained quotes from two vendors which are as follows: Axxess Door- \$9,978, Capitol Door-\$10,814.

At its regularly scheduled meeting on November 6, 2019, the Physical Property Committee unanimously recommended the GRF Board award a contract to Axxess Door, to replace the

existing automatic doors at the Clubhouse Three Lobby, for a cost not to exceed \$9,978, after review by the Finance Committee.

At its regularly scheduled meeting on November 18, 2019, the Finance Committee reviewed funding for this replacement and determined Reserve funds are available.

Ms. Snowden MOVED, seconded by Ms. Rapp -

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.

Two Directors and the Physical Properties Director spoke on the motion.

The motion was carried unanimously.

Recreation Committee

Adopt 70-2504-1, Library Rules and Adopt 70-2504-3, Library Procedures

At its special meeting on September 23, 2019, the Recreation Committee recommended that the GRF Board of Directors adopt 70-2504-1, The Library, Rules and 70-2504-3, The Library, Procedures.

At the October 22, 2019 meeting of the GRF Board of Directors, the Board moved to return the documents to the Recreation Committee, for further review.

At its meeting on November 4, 2019, the Recreation Committee moved to recommend the GRF Board of Directors adopt 70-2504-1, The Library, Rules and adopt 70-2504-3, The Library, Procedures.

Mr. Lukoff MOVED, seconded by Ms. Hopewell-

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.

Three Directors spoke on the motion.

The motion was carried unanimously.

Rescind 70-2501-1, Library General Information

At its meeting on November 4, 2019, the Recreation Committee recommended the GRF Board

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of Directors rescind 70-2501-1, Library, General Information, anticipating the Board's approval to adopt 70-2504-1, Library Rules and adopt 70-2504-3, Library Procedures. The content of 70-2501-1 is contained in these two documents.

Ms. St. Aubin MOVED, seconded by Mr. Dodero and carried unanimously-

TO rescind 70-2501-1, Library General Information, as presented.

TENTATIVE VOTE: Adopt 2504-2, Library Fees

At its special meeting on September 23, 2019, the Recreation Committee recommended the GRF Board of Directors adopt 70-2504-2, the Library, Fees.

At the October 22 meeting of the GRF Board of Directors, the Board moved to return the documents to the Recreation Committee for further review.

At its meeting on November 4, 2019, the Recreation Committee moved to recommend the GRF Board of Directors adopt 70-2504-2, The Library, Fees.

Ms. Gerber MOVED, seconded by Ms. Heinrichs -

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.

Two Directors and the Executive Director spoke on the motion.

The motion was carried unanimously.

TENTATIVE VOTE: Adopt 1447-1, Use of Community Facilities, Mini-Farm – Rules

At its meeting on November 4, 2019, the Recreation Committee reviewed 70-1447-1, Use of Community Facilities – Mini Farm - Rules and recommended the GRF Board of Directors adopt the document.

Mrs. Perrotti MOVED, seconded by Ms. Hopewell-

TO adopt 1447-1, Use of Community Facilities, Mini-Farm, 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.

Nine Directors spoke on the motion.

The motion was carried with fifteen yes votes and three recusals (Hopewell, Isom, Perrotti).

Mr. Massetti ended his participation in the meeting at 1:28 p.m.

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

Mr. Dodero MOVED, seconded by Ms. Rapp -

TO amend 70-1400-1, Co-Occupants and Qualified Permanent Residents (QPR) Use of Clubhouses, as amended.

Seven Directors and the Executive Director spoke on the motion.

Mr. Dodero withdrew his motion, Ms. Rapp concurred.

Ms. Stone MOVED, seconded by Ms. Winkler and carried unanimously by the Board members present-

TO return 70-1400-1, Co-Occupants and Qualified Permanent Residents (QPR) Use of Clubhouses to the Recreation Committee, for review.

Capital Funding Request - Approve Feasibility Study, Savory Hospitality Consulting

At the August 13, 2019 meeting of the Recreation Restaurant/Bar Sub-Committee, the Sub-Committee directed staff to research restaurateurs and/or professional restaurant consultants to review and provide professional recommendation on the use of a portion of Trust Property for the purpose of leasing such property for Restaurant & Bar operations.

Three qualified consultants were contacted and were requested to provide an estimate on a general feasibility study: The Gilkey Restaurant Consulting Group - \$3,000; New School - \$10,000, and Savory Hospitality Consulting - \$2,300.

At the October 22, 2019 meeting of the Recreation Restaurant/Bar Sub-Committee, the Sub-Committee reviewed the proposals and duly moved and approved to recommend to the Recreation Committee retention of Savory Hospitality Consulting.

At the November 4, 2019, meeting of the Recreation Committee, the Committee moved and recommended to the Board the retention of Savory Hospitality Consulting (Exhibit A), in the amount of \$2,300, Capital Funding, pending the Finance Committees review and determination of the availability of Capital funds.

At the November 18, 2019, meeting of the Finance Committee, the Committee determined sufficient Capital funds are available.

Ms. Heinrichs MOVED, seconded by Mrs. Perrotti-

TO approve the professional consulting services by Savory Hospitality, per the attached proposal dated September 11, 2019, (in the agenda packet), in the amount of \$2,300, Capital Funding, and approve the President to sign the agreement.

Three Directors spoke on the motion.

Mr. Lukoff and Ms. Isom left the meeting at 1:45 p.m.

The motion was carried one no vote (Doderer) (13 yes votes)

Capital Funding Request – Fitness Center Improvements

At its November 4, 2019 meeting, the Recreation Committee approved consulting services, from K Allan Consulting, for the Fitness Center improvements, in an amount not to exceed \$3,000 (proposal attached in agenda packet).

At its November 18, 2019 meeting, the Finance Committee reviewed funding for the project and determined Capital funds are available.

Ms. Findlay MOVED, seconded by Ms. Heinrichs and carried unanimously-

TO approve 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.

Capital Funding Request – RV Lot Aisle and End Marker Replacement

At its November 4, 2019 meeting, the Recreation Committee approved the replacement of all the existing aisle and end markers throughout the lot and the removal of all the markers that are in poor condition and in need of replacement. Installing new markers will improve the overall safety and appearance of the RV lot. Attached is a “before” shot (Exhibit A in the agenda packet) and an “after” shot (Exhibit B in the agenda packet) of one of the end caps.

The estimated material cost to replace all the aisle and end markers throughout the entire RV lot would run approximately \$3,330, including any necessary mounting hardware to complete the installation.

At its November 18, 2019 meeting, the Finance Committee reviewed funding for this replacement and determined Capital funds are available.

Mr. Pratt MOVED, seconded by Mr. Friedman and carried unanimously-

TO approve 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.

Rescind Previous GRF BOD Motion re: Locker Agreement Invoicing Cycle

At its regularly scheduled meeting on August 19, 2019, the Finance Committee reviewed the invoicing cycle, at the request of the Recreation Committee. The Finance Committee concurred to return the document to the Recreation Committee for further review.

At its Special meeting on August 23, 2019, the Recreation Committee recommended that the GRF Board of Directors approve the Locker Agreement/Invoicing Cycle.

Action of the GRF Board of Directors, August 27, 2019:

Ms. St. Aubin MOVED, seconded by Ms. Hopewell and carried unanimously by the Directors present-

TO approve the Locker Agreement/Invoicing Cycle, as presented.

At its meeting on November 4, 2019, the Recreation Committee recommended the GRF Board of Directors rescind the Locker Agreement/Invoicing Cycle and recommend that the Recreation Department collect payment, at the time of renewal.

Mr. Pratt MOVED, seconded by Ms. Hopewell and carried unanimously-

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.

CONTROLLER'S REPORT

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

EXECUTIVE DIRECTOR'S REPORT

The Executive Director spoke throughout the proceedings and advised that it is projected that the golf course will reopen on December 17, due to inclement weather.

BOARD MEMBER COMMENTS

Fifteen Board members spoke on the meeting proceedings.

ADJOURNMENT

The meeting was adjourned was at 1:57 p.m.



Suzanne Fekjar
GRF Corporate Secretary
dfb