



MEMO

TO: Board of Directors – Golden Rain Foundation
FROM: Deanna Bennett, Executive Coordinator
SUBJECT: Approved October GRF Board quorum committee minutes
DATE: November 24, 2020

The GRF Board of Directors, at its meeting of November 24, 2020, approved the consent calendar containing the following Board Quorum Committee meeting minutes of October 2020:

- Minutes of the Recreation Committee Board Meeting of October 5, 2020, 2020
- Minutes of the Finance Committee Board Meeting of October 19, 2020, 2020

It should be noted that with the exception of the title heading, these minutes are identical to the regular Committee meeting minutes approved at the October Committee meeting.

These minutes will be posted to the Foundation's website. If you would like a printed copy of these minutes, please let me know.

Thank you.



RECREATION COMMITTEE MINUTES

October 5, 2020

The regular meeting of the Recreation Committee and the Golden Rain Foundation was called to order at 1:00 p.m. by Chair Perrotti, on Monday, October 5, 2020, in Clubhouse Four and via Zoom.com, followed by the Pledge of Allegiance, led by Ms. Snowden.

ROLL CALL

Present: Mrs. L. Perrotti, Chair Ms. M. Gerber (via Zoom)
 Ms. J. St. Aubin, Vice Chair
 (arrived at 1:20 p.m., via Zoom.com) Ms. K. Rapp
 Mr. P. Friedman Ms. L. Stone
 Ms. I. Heinrichs

Also Present: Ms. S. Hopewell, GRF President
 Mr. R. Ankeny, Executive Director
 Mr. T. DeLeon, Recreation Director
 Ms. K. Thayer, Assistant Recreation Manager
 Ms. V. Morris, Library Operations Supervisor
 Mrs. D. Bennett, Recording Secretary
 Ms. Snowden, GRF Representative, Mutual Two
 Mr. L. Melody, GRF Representative, Mutual Fourteen
 Twenty-one Shareholder/Foundation Members

RULES OF ORDER

Chair Perrotti reviewed group norms, and asked Committee members and guests to be on time; respect the speaker, do not interrupt and have one conversation at a time; wait to be called; be present and productive; no side bar conversations; turn off or silent cell phones, and treat everyone how they would like to be treated.

CHAIR'S ANNOUNCEMENTS

Chair Perrotti introduced guests and staff – Executive Director Randy Ankeny, Recreation Director Terry De Leon, Assistant Recreation Manager Kathy Thayer, Library Operations Supervisor Vanessa Morris, and Recording Secretary Deanna Bennett.

SHAREHOLDER/MEMBER COMMENTS

Eleven Shareholders/Members spoke on agenda items.

Ms. St. Aubin joined the meeting at 1:20 p.m.

APPROVAL OF MINUTES

The minutes of the September 8, 2020, meeting were approved, as presented.

CORRESPONDENCE

Golf Tee Time Reservations – W. Bier

Mr. Bier addressed the Committee in person.

2021 Amphitheater Season – D. Brooks

The Committee read the correspondence commending the Recreation Staff. The recording secretary will send a letter of acknowledgement and agreement that we hope that circumstances will permit some manner of Amphitheater season.

Summer Concerts – M. Garcia

The Committee reviewed the correspondence and referred it to the COVID Ad hoc Committee.

2021 Amphitheater Season – G. Grell

The Committee reviewed the correspondence and will send a letter of acknowledgement.

Nine Hole Rule, Golf Course – M. Greig

The Committee reviewed the correspondence.

Golf Reservations System – L. Herman

Ms. Herman addressed the Committee in person.

Artwork in Clubhouse Three – R. Schumacher

The Committee reviewed the correspondence and referred it to the Architectural Design & Review Committee.

Artwork in Clubhouse Three – Photo Arts Club

The Committee reviewed the correspondence.

Karaoke at Veterans' Plaza – M. Thompson

The Committee reviewed the correspondence and referred it to the COVID Ad hoc Committee.

Policy Changes at Golf Course - D. Williamson

Mr. Williamson addressed the Committee in person.

The Recreation Director advised the Committee most people are understanding regarding the restrictions for at the Golf Course, but the Recreation Department is still receiving complaints about some golfers not wearing masks.

STAFF REPORTS

Recreation Director

The Recreation Director presented his reports and upcoming events, as submitted.

Library Supervisor

The Library Supervisor presented her reports and upcoming events, as submitted.

Executive Director

The Executive Director advised that the 2021 Operating budget did not fund the Amphitheater season; but there is consensus to make funds available if we can have even a truncated show. The Fitness Center is nearly completed, and it is hoped that it can open under limited use. The pool has experienced many unforeseen issues resulting in delays; a new timeline will be published in the LW Weekly. The Northgate Road is not anticipated to open until the spring.

SUBCOMMITTEE REPORTS (n/a)

UNFINISHED BUSINESS

Cancellation of 2020 Recreation Department Events

Mrs. Perrotti MOVED seconded by Ms. Heinrichs and carried unanimously-

TO postpone the Recreation Department events included in the 2021 Operating budget.

Toys for Tots

Ms. Rapp MOVED seconded by Ms. Heinrichs and carried unanimously-

TO direct the Recreation Department to produce a 45-minute Toys for Tots Amphitheater show, both live and virtual, limited seating by lottery, and no funding required.

Veterans' Day Food Drive

Mr. Friedman MOVED seconded by Ms. Rapp and carried unanimously -

TO direct the Recreation Department to proceed with the Veterans' Food Drive for the entire month of November, to benefit local veterans, no funding required.

Menorah Lighting

Ms. Rapp MOVED seconded by Ms. Heinrichs and carried unanimously--

TO approve a virtual Menorah Lighting program, to be produced by the Recreation Department, and approve funds not to exceed \$1,000.

Christmas Tree Lighting

Ms. Rapp MOVED seconded by Ms. Stone and carried unanimously -

TO approve a virtual Christmas Tree Lighting program, to be produced by the Recreation Department, contingent upon securing a vendor with sufficient required insurance.

Weight Watchers Meetings

The Committee took no action on the Weight Watchers Meetings agenda item.

Golf Course Naming Contest

The Committee congratulated Laura Garcia, the winner of the golf course naming contest; her winning entry was Turtle Lake.

Mrs. Perrotti MOVED, seconded by Ms. Heinrichs, and carried unanimously-

TO recommend the GRF Board of Directors approve renaming of Trust Property, commonly known as the golf course, to be known as Turtle Lake Golf Course.

NEW BUSINESS

North Orange Continuing Education Classes Fall 2020 and Spring 2021

The Committee took no action on the North Orange Continuing Education Classes Fall 2020 and Spring 2021 agenda item.

Mini Farm Plan for January 2021/Lease/Plot Relinquishment/Division of Large Plots

Ms. Rapp MOVED seconded by Ms. St. Aubin and carried unanimously-

TO recommend the GRF Board of Directors approve the Mini-farm Plot Lease Agreement, as amended (citing the governing document number, pending its approval).

The Chair called for a break at 2:33 p.m.

The meeting resumed at 2:50 p.m.

Knowledge and Learning Center Update/Reopening Plan

The Library Operations Supervisor advised that the Knowledge and Learning Center cannot open until state agencies guidelines allow for usage; it is hoped to resume in-person classes in the fall of 2021. The Chair asserted that the Committee should draft emergency governing documents for the Knowledge and Learning Center Re-opening and refer to the COVID Ad hoc Committee for review, with input by the Library Operations Supervisor.

Movement of Pool Table and Donation

Ms. Rapp MOVED seconded by Ms. Heinrichs and carried unanimously by the Committee members present-

TO accept the donation of the residential pool table from Sheila Sanfilippo and Julie Hughes and send a thank you letter for the donation.

Silver Sneakers

The Committee discussed the agenda topic; no action was taken on Silver Sneakers.

Smize Contest

The Recreation Department announced the first, second, and third place winners of the Smize contest.

Ms. Rapp MOVED seconded by Ms. Stone and carried unanimously-

TO approve the winner of the Smize contest, Mr. Mark Webb, of Mutual Ten, as presented by the Assistant Recreation Manager, and to award a suitable prize.

GOVERNING DOCUMENTS

Adopt 70-1451-1, Fitness Center Rules

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

TO recommend the GRF Board of Directors adopt 70-1451-1, Fitness Center Rules, as presented.

Review 70-1428-3, Clubhouse Artworks Display

The Committee concurred to mark the document as “reviewed”.

Review 70-1431-1, Caterers – Liability Insurance

The Committee concurred to mark the document as “reviewed”.

Review 70-1485-1, Prohibition of Radio- or Remote-Controlled Vehicles

The Committee concurred to mark the document as “reviewed”.

Amend 70-1406-1, Limitations on Use of Trust Property - Rules

Ms. Rapp MOVED seconded by Ms. Heinrichs and carried unanimously -

TO recommend the GRF Board of Directors amend 70-1406-1, Limitation on Use of Trust Property - Rules, as presented.

Amend 70-1412.2-1, Smoking Prohibition

Ms. Rapp MOVED seconded by Mr. Friedman and carried unanimously -

TO recommend the GRF Board of Directors amend 70-1412.2-1, Smoking Prohibition, as presented.

Amend 70-1422-3, Marquee Usage

Ms. Rapp MOVED seconded by Ms. Stone and carried unanimously by the Committee members present-

TO recommend the GRF Board of Directors amend 70-1422-3, Marquee Usage, as presented.

Amend 70-1423-3, Bulletin Board Usage

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

TO recommend the GRF Board of Directors amend 70-1423-3, Bulletin Board Usage, as presented.

Amend 70-1445-1, Mission Park

The Committee concurred to review 70-1445-1, Mission Park, at a future meeting.

Amend 70-1447-1, Use of Community Facilities, Mini Farm - Rules

The Committee concurred to review 70-1445-170-1447-1, Use of Community Facilities, Mini Farm - Rules, at a future meeting.

Amend 70-1487-1, Recreational Vehicle Lot (RVL) Rules and Regulations

The Committee concurred to review 70-1487-1, Recreational Vehicle Lot (RVL) Rules and Regulations, at a work study meeting.

Amend 70-2609-1, GRF Equipment Use

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

TO recommend the GRF Board of Directors amend 70-2609-1, GRF Equipment Use, as presented.

Future Agenda Items

The Committee did not identify items to be included on the next Committee meeting agenda.

PRESIDENT'S COMMENTS

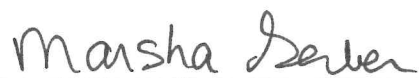
The President commented on various items pertaining to the agenda throughout the meeting.

NEXT MEETING

November 2020 at 1:00 p.m.
Clubhouse Four and via Zoom.com

ADJOURNMENT

Chair Perrotti adjourned the meeting at 3:41 p.m.



Marsha Gerber, Corporate Secretary
Golden Rain Foundation

dfb 10-05-20



FINANCE COMMITTEE BOARD MINUTES

October 19, 2020

The meeting of the Finance Committee and the Golden Rain Foundation Board of Directors was held on Monday, October 19, 2020 and was called to order at 9:00 a.m. by Chair Friedman, in Clubhouse Four, followed by the Pledge of Allegiance.

ROLL CALL

Present: Mr. P. Friedman, Chair Mr. L. Melody
 Mr. N. Massetti, Vice Chair Mr. P. Pratt
 Mrs. C. Damoci Ms. S. Hopewell, Ex-Officio
 Ms. J. Isom

Staff and Guests: Mr. R. Ankeny, Executive Director
 Ms. C. Miller, Director of Finance
 Ms. J. Rodgers, Purchasing Manager
 Mrs. C. Mancilla, Recording Secretary
 Mrs. L. Perrotti, GRF Representative, Mutual One
 Ms. P. Snowden, GRF Representative, Mutual Two
 Mr. T. Doderio, GRF Representative, Mutual Nine

No Shareholders/Members

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

By unanimous consent, the Chair declared the reading of the quorum notification be dispensed with.

In accordance with Civil Code 4090, please be advised that a quorum of the board is present in person, via telephone or virtually at a posted meeting and the business of the committee conducted in accordance with an agenda. As such, a meeting of the Finance Committee is called to order and a meeting of the Board of the Golden Rain Foundation (GRF) is called to order. Any agenda actions of the committee will be limited only to the members of committee and will only constitute such actions in accordance with stated committee policy and/or provide recommendations to the GRF Board at a regularly scheduled meeting of the Board normally held on the 4th Tuesday of the month.

GRF Board members who are not committee members will be allowed to comment only:

- a) During proscribed comment period for a period not to exceed 3 minutes
- b) If recognized by the Chair of the Committee."

The minutes of today's Committee Board meeting will be presented to the Board for approval following the approval of the committee meeting minutes in November 2020.

Investments Strategy

Mr. Torian Pizzola, CFP – Financial Consultant Mr. Justin Bailey, Regional Vice-President from Fidelity Investments, Inc. provided information on Investments, via Zoom.

CHAIR'S ANNOUNCEMENTS

Chair Friedman welcomed the Committee members, guests and staff, including GRF President, Susan Hopewell; CFP Financial Consultant Torian Pizzola, Regional Vice-President Justin Bailey; Executive Director Randy Ankeny; Director of Finance Carolyn Miller; Purchasing Manager Julie Rodgers and Recording Secretary Corina Mancilla.

SHAREHOLDER COMMENTS

No Shareholders/Members spoke at the time of the meeting.

APPROVAL OF MINUTES

The minutes of the September 21, 2019, regular meeting were accepted, as presented.

CORRESPONDENCE

The Committee reviewed one piece of correspondence as presented.

STAFF REPORTSPurchasing Manager

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

Finance Director

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

Executive Director

The Executive Director provided information and updates throughout the meeting.

SUBCOMMITTEE REPORTS (N/A)**FINANCIALS**

The Finance Director reviewed the Financials for the month of September. After a brief discussion, Mr. Melody MOTIONED, seconded by Mrs. Damoci–

TO accept for audit and forward to the GRF Board the financial statements for period ending September 30, 2020,

as presented by the Director of Finance and as reviewed by the Finance Committee.

Ms. Isom was not available at the time of the motion.

UNFINISHED BUSINESS

Fixed Deferred Annuities

It was consensus of the Committee to discuss the Fixed Deferred Annuities at the next Finance meeting, pending the Finance Director request proposals from US Bank and the Shadden Group.

Chair Friedman called in for a fifteen-minute break at 10:30 a.m.

NEW BUSINESS

Investments Ladder

- i. Reserve Funds Investment Purchase

The Committee discussed the Reserve funds investment purchase. No action was taken.

- ii. Capital Funds Investment Review

The Committee discussed the Capital funds investment Review. No action taken.

Capital Funding Request – Paramount WorkPlace Software Proposal

After a brief discussion, Mr. Massetti MOTIONED, seconded by Mr. Melody–

TO inform the Board, the Finance Committee has determined Capital funds in the amount of \$41,220, and operating funds in the amount of \$3,780, are available and have placed a temporary hold on these funds, pending Board action on the proposed Paramount WorkPlace software application, for automating and managing purchase requisitions, as being recommended to the Board by the Communications & IT Committee, per the Committee's action request of October 8, 2020, Paramount WorkPlace Software Proposal.

The Motion passes with one no vote (Pratt).

Capital Funding Request – Loft Modifications

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Mr. Massetti and carried unanimously by the Committee member–

TO inform the Board, the Finance Committee has determined Capital Funds in the amount of \$30,000, are available and have placed a temporary hold on these funds, pending Board action on the proposed project, identified as Trust property Amphitheater Loft modification as being recommended to the Board by the Physical Property Committee, per the Committees action request of October 7, 2020, Loft Modifications to Amphitheater.

Capital Funding Request – Clubhouse Three Storage Closet Addition

After a brief discussion, Mr. Pratt (Via Zoom) MOTIONED, seconded by Mrs. Damoci and carried unanimously by the Committee members–

TO inform the Board, the Finance Committee has determined Capital Funds in the amount of \$40,000, are available and have placed a temporary hold on these funds, pending Board action on the proposed project, for Clubhouse Three storage closet addition, as being recommended to the Board by the Physical Property Committee, per the Committees action request of October 7, 2020, Clubhouse Three Storage Closet Addition.

Capital Funding Request – Website Redesign

After a brief discussion, Mr. Massetti MOTIONED, seconded by Mr. Melody and carried unanimously by the Committee members–

TO inform the Board, the Finance Committee has determined Capital Funds in the amount of \$57,930, are available and have placed a temporary hold on these funds, pending Board action on the proposed Website Redesign project, for web development services from Storm Brain, as being recommended to the Board by the Website Redesign Committee, per the Committees action request on October 13, 2020, Website Redesign.

Reserve Funding Request – Paving Project, Foxburg

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Mr. Massetti and carried unanimously by the Committee members–

TO inform the Board, the Finance Committee has determined Reserve Funds in the amount of \$106,225, are available and have placed a temporary hold on these funds, pending Board action on the proposed project to make repairs to Foxburg Road, with a change order to the 2020 Paving Project Contract, as being recommended to the Board by the Physical Property Committee, per the Committees action request of October 7, 2020, Paving Project, Foxburg.

Reserve Funding Request – Replacement of Safety Fencing

After a brief discussion, Ms. Isom (Via Zoom) MOTIONED, seconded by Mr. Melody and carried unanimously by the Committee members–

TO inform the Board, the Finance Committee has determined Reserve Funds in the amount of \$21,456, are available and have placed a temporary hold on these funds, pending Board action on the proposed project, for the purpose of the replacement of Trust Property, identified as the Pedestrian Safety Fences located at St. Andrews Gate and Clubhouse Three, as being recommended to the Board by the Physical Property Committee, per the Committees action request of October 7, 2020, replacement of safety fencing.

Review of COVID 19 Non-budgeted Expenditures

The Executive and Finance Director provided updated information on the COVID 19 Non-budgeted expenditures, as presented in the agenda packet.

RV Club Lease

After a brief discussion, Mr. Massetti MOTIONED, seconded by Mrs. Damoci and carried unanimously by the Committee members–

TO recommend the GRF Board approve the renewal of the RV Club Lease, for the period from August 1, 2020 thru December 31, 2021, at the amount of one (\$1) dollar, as presented.

GOVERNING DOCUMENTSAdopt 40-5523-2, Accounts Receivable Collections – Fees

After a brief discussion, Mr. Massetti MOTIONED, seconded by Ms. Isom (Via Zoom) and carried unanimously by the Committee members–

TO recommend the GRF BOD adopt 40-5523-2, Accounts Receivable Collections – Fees, as amended.

80-5580-2, Gate Passes – Fees

After a brief discussion, Mr. Melody MOTIONED, seconded by Mrs. Damoci and carried unanimously by the Committee members–

TO forward 80-5580-2, Gate Passes – Fees, back to the Security Bus and Traffic Committee, for further review on the fees for Real Estate representatives, quarterly service passes.

Amend 40-5115-3, Finance Committee Charter

After a brief discussion, Mr. Massetti MOTIONED, seconded by Mrs. Damoci and carried unanimously by the Committee members–

TO recommend the GRF BOD accept 40-5115-3, Finance Committee Charter, as amended.

Amend 40-5523-1, Accounts Receivable Collections

After a brief discussion, Mr. Pratt (Via Zoom) MOTIONED, seconded by Mr. Massetti and carried unanimously by the Committee members–

TO recommend the GRF BOD amend 40-5523-1, Accounts Receivable Collections, as presented.

Amend 40-2920-3, Budget Controls

After a brief discussion, Mrs. Damoci MOTIONED, seconded by Mr. Massetti and carried unanimously by the Committee members–

TO recommend the GRF BOD amend 40-2920-3, Budget Controls, as presented.

The Committee concurred to review at a work study meeting, the following governing documents:

- 40-5061-2, Fees
- 40-5522-3, Safe Deposit Boxes

After further discussion, Mrs. Damoci MOTIONED, seconded by Mr. Friedman and carried unanimously by the Committee members–

TO accept as reviewed, the following governing documents:

- 40-2115-1, Copy and Supply Center Services
- 40-5340-1, Capital Improvement Fund
- 40-5540-1, Contingency Operating Fund
- 40-3325-1, Purchase of Non-Standard Items
- 40-3326-1, Purchasing Warehouse Guidelines for Mutual Inventory and Non-Inventory Purchases
- 40-5516-1, Committee Non-Budgeted Expenses
- 40-5520-1, Reserves
- 40-5528-1, Refund of Excess Income
- 40-2115-2, Copy and Supply Center – Fees
- 40-3324-2, Purchasing Fees
- 40-2230-3, Authorized Signatories
- 40-2244-3, Reconciliation of Annual Financial Statement
- 40-3323-3, Disposition of Surplus Equipment
- 40-5506-3, Request for Proposal Requirements

FUTURE AGENDA ITEMS

The Committee concurred to add future agenda items.


- Lease Agreements
 - Genealogy Club
 - Historical Society Club
 - Radio Club
 - Rolling Thunder Club
 - Theater Club
 - Video Producers Club
 - Friends of the Library Club
 - Golden Age Foundation
- Motion Consent Calendar

PRESIDENT'S COMMENTS

President Hopewell provided information and updates throughout the meeting.

ADJOURNMENT

Chair Friedman adjourned the meeting at 12:01 p.m.



Marsha Gerber, Corporate Secretary
Golden Rain Foundation

cm 10.19.20