



**BOARD OF DIRECTORS MEETING MINUTES
GOLDEN RAIN FOUNDATION
January 26, 2021**

CALL TO ORDER

President Susan Hopewell 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, January 26, 2021 in Clubhouse Four and via live stream.

PLEDGE OF ALLEGIANCE

Susan Hopewell, GRF President, led the Pledge of Allegiance.

ROLL CALL

Following the roll call, the Corporate Secretary reported that Directors Perrotti, Stone, Gerber, Hopewell, Heinrichs, Melody, Friedman and Massetti were present.

Directors Collazo, Pratt, Snowden, Thompson, Rapp, Slutsky, Doderer, Levine, Damoci, and Isom participated virtually, by Zoom.com. The Executive Director and the Director of Finance were also present.

Eighteen Directors participated, with a quorum of the voting majority.

ANNOUNCEMENTS

The GRF Board met in an Executive Session meeting on January 12, 2021.

SERVICE ANNIVERSARIES AND EMPLOYEES OF THE MONTH

To minimize the number of required attendees at today's meeting, we are postponing the service awards and staff commendations.

Our community of high-risk residents has weathered the COVID storm better than most of us would have thought possible. This is not by accident. One reason is community unity and personal responsibility in complying with mask wearing and social distancing. Another important reason rests with our Executive Director, Randy Ankeny, and his team. Randy has been ahead of the curve since day one of this pandemic and has made sure all precautions were taken to protect community members and GRF staff. And now, almost a year later, his proactive vision has resulted in Leisure World being designated by Orange County Health Agency as a Special Point of Distribution (POD) for dispensing COVID vaccines. He will be the first to tell you he did not accomplish this alone – he created a GRF COVID Task Force and stood back while they

went to work problem solving.

Members of this Task Force started working months ago with both Orange County Health Agency and Optum Care to get the Special POD designation and to create a plan of action for residents to be able to make appointments and receive vaccines here in LW. The plan had to comply with OCHA's protocols and requirements. If we did not comply, we would jeopardize our Special POD status. On the morning of Friday, January 15, this team thought they had a couple of weeks to complete preparations of their plan. By 4 p.m. that day, they learned they had only a few hours. The vaccine was arriving Monday morning and more on Tuesday and the ability for community members to make reservations would have to begin Saturday morning.

Today we are recognizing the following GRF staff members who met the challenge and worked most, if not all, of their holiday weekend to make this miraculous event happen:

Kathy Thayer, Assistant Recreation Manager and, as we all know, is a force of nature in organizing absolutely any type of event successfully and recruiting volunteers.

Tommy Fileto, Recreation Manager, who created a phone bank in our Learning Center and trained staff to take phone reservations never imagining receiving thousands of calls in the first hour causing the system to crash. Tommy is known for many skills, not the least of which are perseverance and thinking outside the box to solve problems. These skills were tested and retested that first day of calls.

Kathy and Tommy had a remarkable team assisting them:

Andrew Delaney, Recreation Coordinator
Tanya Dutton, Accounting Specialist
Taylor Greene, Library Operations Assistant
Marcy Kmiecik, Recording Secretary
Cindy Maiden, Copy and Supply Distribution
Wendi Noble, Copy and Supply Distribution
Liz Tabares, Physical Property Office Secretary

None of these staff members shied away from this challenge. And I guarantee you that not one of them listed on their resume experience in setting up a successful vaccine clinic.

Kathy Thayer shared with me that she would be willing to "share a foxhole" with these team members. That speaks volumes about their ability to work as team, their respect for each other and their dedication to this community.

In addition, Security staff worked traffic control and appointment check in at the clinic on Monday and Tuesday. Special thanks to Victor Rocha and Larry Norlander.

Community volunteers also helped. Many thanks to the members of the Y's Men Club and CERT Club who worked at the Clinic on Monday and Tuesday assisting wherever needed. Anna Derby, who helped with translation to ensure our Korean community members were able to register, is also to be recognized.

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And finally, but certainly not least, we thank Optum Care and their staff for their enormous contribution to this successful effort. I am sure they have never encountered so many people willing to roll up their sleeve and receive a shot.

As you can see, it took a remarkable team to create and implement the plan and it took teamwork and community volunteers to work the plan. To all of you, a very heartfelt thank you.

SEAL BEACH COUNCIL MEMBER'S REPORT

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

HEALTH CARE CENTER ADVISORY BOARD UPDATE

The Health Care Center Administrator was unable to present an update on the Health Care Center. The update will now be provided quarterly.

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

Six members offered comments at the meeting and two members offered written comments, submitted prior to the meeting.

CONSENT AGENDA

The consent agenda included Executive Committee/Board meeting minutes for the month of December 2020: the minutes of the Recreation Committee Board meeting, dated December 11, 2020, the minutes of the Executive Committee Board meeting, dated December 21, 2020, the minutes of the December 23, 2020 Board meeting, the minutes of the December 30 GRF Special Board meeting, the January GRF Board Report, dated January 26, 2021, acceptance of the Financial Statements, December 2020, for Audit and Reserve Funds Investment Purchases.

The Consent Agenda was adopted, as presented.

REPORTS

The reports of the Chairs of the AB 3182 Ad hoc Committee, the Bulk Cable Services Ad hoc Committee, the COVID-19 Ad hoc Committee, the Chair of the Strategic Planning Ad hoc Committee, and the Website Redesign Ad hoc Committee were presented.

NEW BUSINESS

General

Reopening – Amphitheater (for Religious Purposes)

At the regular scheduled meeting of the COVID-19 Ad hoc Committee, the Committee moved and approved to recommend to the Board proposed emergency action governing document 70-1448-3D, to re-open Trust property, identified as the Amphitheater, for outdoor religious services under all applicable or more restrictive public health and safety orders.

In the drafting and subsequent Committee review of the proposed emergency action policy, key areas of Committee deliberation were focused on: number of Seal Beach COVID-19 cases as reported by the Orange County Health authority to date, number of COVID-19 deaths, a clear majority of the over 9,000 community members are clearly in the “at risk” category, due to age or preexisting medical conditions, reason rules must also take into consideration, Caregivers, and Shareholders/Members guests, GRF as an employer has the obligation to establish rules to project the health and safety of our employees, proposed actions MUST represent the mutual benefit of a majority of the Shareholder/members.

The Board held a preliminary discussion of agenda items 9.a.i.-iv.

Mr. Dodero MOVED, seconded by Mr. Melody -

TO approve the reopening of the Trust Property amenity identified as Amphitheater (for religious purposes) under emergency action 70-1448-3D and provisions of prevalent Orange County Public Health and safety orders.

Six Board Directors spoke on the motion.

The motion was carried with three no votes (Stone, Thompson, Slutsky).

Reopening – Mission Park (Bocce Ball and Multi-use Courts)

At the regular scheduled meeting of the COVID-19 Ad hoc Committee, the Committee moved and approved to recommend to the Board proposed emergency action governing document 70-1448-3D, to re-open Trust property, identified as the Amphitheater, for outdoor religious services under all applicable or more restrictive public health and safety orders.

In the drafting and subsequent Committee review of the proposed emergency action policy, key areas of Committee deliberation were focused on: number of Seal Beach COVID-19 cases as reported by the Orange County Health authority to date, number of COVID-19 deaths, a clear majority of the over 9,000 community members are clearly in the “at risk” category, due to age or preexisting medical conditions, reason rules must also take into consideration, Caregivers, and Shareholders/Members guests, GRF as an employer has the obligation to establish rules to protect the health and safety of our employees, proposed actions MUST represent the mutual benefit of a majority of the Shareholder/members.

Mr. Friedman MOVED, seconded by Mr. Dodero -

TO approve the reopening of Trust Property amenity identified as Mission Park, including the Bocce Ball and Multi-Use Courts, under emergency action 70-1448-3C, and provisions of prevalent Orange County Public Health and safety orders.

Five Board Directors spoke on the motion.

The motion was carried with four no votes (Collazo, Stone, Thompson, Slutsky).

Reopening – Turtle Lake Golf Course

At the regular scheduled meeting of the COVID-19 Ad hoc Committee, the Committee moved and approved to recommend to the Board proposed emergency action governing document 70-1448-3D, to re-open Trust property, identified as the Amphitheater, for outdoor religious services under all applicable or more restrictive public health and safety orders.

In the drafting and subsequent Committee review of the proposed emergency action policy, key areas of Committee deliberation were focused on: number of Seal Beach COVID-19 cases as reported by the Orange County Health authority to date, number of COVID-19 deaths, a clear majority of the over 9,000 community members are clearly in the “at risk” category, due to age or preexisting medical conditions, reason rules must also take into consideration, Caregivers, and Shareholders/Members guests, GRF as an employer has the obligation to establish rules to protect the health and safety of our employees, proposed actions MUST represent the mutual benefit of a majority of the Shareholder/members.

Mr. Melody MOVED, seconded by Mr. Dodero -

TO approve the reopening of Trust Property amenity identified as Turtle Lake Golf Course under emergency action 70-1448-3T, and provisions of prevalent Orange County Public Health and safety

orders.

One Board Director and the Executive Director spoke on the motion.

The motion was carried with four no votes (Collazo, Stone, Thompson, Slutsky).

Reopening – Veterans' Plaza

At the regular scheduled meeting of the COVID-19 Ad hoc Committee, the Committee moved and approved to recommend to the Board proposed emergency action governing document 70-1448-3D, to re-open Trust property, identified as the Amphitheater, for outdoor religious services under all applicable or more restrictive public health and safety orders.

In the drafting and subsequent Committee review of the proposed emergency action policy, key areas of Committee deliberation were focused on: number of Seal Beach COVID-19 cases as reported by the Orange County Health authority to date, number of COVID-19 deaths, a clear majority of the over 9,000 community members are clearly in the "at risk" category, due to age or preexisting medical conditions, reason rules must also take into consideration, Caregivers, and Shareholders/Members guests, GRF as an employer has the obligation to establish rules to protect the health and safety of our employees, proposed actions MUST represent the mutual benefit of a majority of the Shareholder/members.

Mrs. Damoci MOVED, seconded by Ms. Gerber -

TO approve the reopening of Trust property commonly identified as Veterans' Plaza, under emergency action 70-1448-3P, and provisions of prevalent Orange County Public Health and safety orders.

The motion was carried with five no votes (Collazo, Stone, Thompson, Slutsky, Massetti).

Non-budgeted Funding – Fire Protection Service for Trust Property

National Fire Protection was awarded a three-year contract by the Board of Directors at its February 2020 meeting. The contractor has failed to provide monitoring service to Clubhouse 6, Building 5, and the Administration Building. The contractor is now requesting new monitoring equipment be installed on each building and an additional cost of \$29.00 per month. Along with this, the contractor has failed to monitor building for the first seven months, keep fire extinguishers up to date and Clubhouse 6, Building Five, and the Administration Building were not included in their bid.

It is staff's recommendation to terminate the contract, per section 27 of the General Provisions with National Fire Protection, for failure to provide services and as a result, award a contract to the second lowest bidder, All America Fire Systems, for a three-year term, at \$24,192. The 2021 budget reflects the funding of \$5,082 for Fire Protection; terminating this contract will

create a negative variance of approximately \$2,300.

At the January 12, 2021 GRF Executive Session, the Board reviewed the terms and conditions of the proposed agreement and unanimously agreed to send this item to the Board for approval.

Ms. Gerber MOVED, seconded by Mr. Friedman, and carried unanimously-

TO terminate the contract with National Fire Protection for failure to provide services and award a three-year contract, for a total not to exceed \$24,192, with All American Fire Systems, Operating funding, and authorize the President to sign the contract.

Reserve Funding Request – Emergency Replacement, Sewer Lift Station Core Components

Basis for Emergency/Immediate Action – Core component failures have been identified at the sewer lift station adjacent to Clubhouse Two, requiring immediate replacements. Failure to replace the components will result in the overflow of effluent, representing a high potential for expensive clean up and remediation costs as well as possible fines. The Executive Director was required to initiate actions for the replacement of the sewer lift station components as identified per Pumpman proposal 18115R1, dated January 13, 2021 (attached).

At the January 15, 2021 meeting of the Finance Committee, the Executive Director sought emergency action to add a non-scheduled Reserve funding request to the Finance Committee's agenda. Action was approved and the Finance Committee duly moved and approved to determine sufficient Reserve funds are available for the required component replacements.

Ms. Rapp MOVED, seconded by Mr. Melody –

TO ratify the emergency action and relative Reserve expenditures, in the amount of \$25,547, for the replacement of critical components of the Sewer Lift Station at Clubhouse Two, per Pumpman proposal 18115R1, dated January 13, 2021.

Four Board Directors, the Executive Director and the Facilities Director spoke on the motion.

The motion was carried with one abstention (Collazo).

Non-budgeted Funding, COVID Vaccinations

Leisure World Seal Beach (LWSB) has been notified by Orange County Health Agency (OCHA) that application has been approved to establish LWSB as a special Point of Dispensing (POD) for the COVID-19 vaccine. Non-budgeted funding is required to support actions by health care professionals required to facilitate the dispensing of the COVID-19 vaccines on property as quantities

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of the vaccine become available.

During the next four plus months, as a designated special POD, the use of Trust property and resources of GRF to support OCHA and Optum as the assigned medical provider is required for the benefit of our community members. Facilitation of the process and the resources required continues to develop and change.

Non-budget operational funding is requested in the amount of \$50,000, for labor hours not included in the 2021 budget as well as equipment, supplies, rentals etc. required to facilitate the dispensing of the vaccine to our community members.

At the January 15, 2021 meeting of the Finance Committee, the Executive Director sought emergency action to add a non-budgeted funding request to the Finance Committees agenda. Action was approved and the Finance Committee duly moved and approve to determine sufficient operational funds are available.

Mrs. Perrotti MOVED, seconded by Mr. Dodero -

TO approve \$50,000 of non-budget operational funding for the sole purpose to support actions of OC Heath and Optum to dispense the COVID-19 vaccine to community members on site.

Seven Board Directors and the Executive Director spoke on the motion.

The President called for a 15-minute break at 12:00 p.m.

Director Isom left the meeting at 12:00 p.m.

Executive Committee

Amend 30-5903-1, Member Rules of Conduct

At its meeting on January 8, 2021, the Executive Committee recommended the GRF Board amend 30-5093-1, Member Rules of Conduct.

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

TO amend 30-5093-1, Member Rules of Conduct, clarifying prohibited behaviors, adding Member/Owner and Renter/Lessee information, and adding wording applicable to GRF staff and GRF-contracted service providers while in the Mutuals.

Adopt 30-3182-1, Member/Owner (M/O) Responsibility for Renter/Lessee (R/L)

At its meeting on January 8, 2021, the Executive Committee recommended the GRF Board adopt 30-3182-1, Member/Owner (M/O) Responsibility for Renter/Lessee (R/L).

Ms. Stone MOVED, seconded by Mrs. Damoci, and carried unanimously by the Directors present—

TO adopt 30-3182-1, Member/Owner (M/O) Responsibility for
Renter/Lessee (R/L).

Approve GRF Election Materials

30-5025-3, Election Procedures, states that the Executive Committee (EC) “shall review and approve the election materials and the election process.”

The Executive Committee reviewed drafts of the 2021 election documents and unanimously recommended the GRF Board of Directors to approve the following election materials:

- 2021 GRF Election Schedule
- 2021 Mutual Election Schedule (provided to show Mutual deadlines compared to GRF)
- 2021 GRF Board of Director Application for Candidacy
- 2021 GRF Candidate Instructions/ Timeline
- 2021 Board Eligibility Disclaimer
- 2021 GRF Election Article (scheduled for publication 3/4/2021- 04/01/2021)
- 2021 GRF Sample Ballots

Documents that are included in the election packet for reference purposes, and will be the most current versions as of the preparation of the packets:

- GRF Director's Handbook (text only format)
- 30-5025-3, Election Procedures
- 30-5092-1, Code of Conduct
- 30-5092-3, Board of Directors Censure Procedure
- 2021 GRF Election Candidates
- Choice of Committee Assignment

NOTE: In February 2021, the GRF Board will unanimously award a contract to Accurate Voting Services to perform the general election services for years 2021, 2022, and 2023. In March 2021, the Executive Committee will be asked to recommend the Board to appoint Accurate Voting Services as the Inspectors of Election for the 2021 GRF Board of Directors election, as set forth in 30-5025-3.

Mr. Pratt MOVED, seconded by Mr. Massetti, and carried unanimously by the Directors present—

TO approve the 2021 election materials and the election process for

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the 2021 GRF Board of Directors election.

Award Election Provider Contract

The 2020 GRF and Mutual Board election season was the third year of a three-year contract with Accurate Voting Services, Inc. (AVS). Per the requirements of [Civil Code §5110](#), requests for proposals (RFP) for Inspectors of Elections for the 2021, 2022 and 2023 GRF and Mutual Board standard election cycles were submitted to three (3) qualified service providers. Two (2) of the three (3) providers respectfully declined to provide proposals (Exhibit 1).

AVS proposal (Exhibit 2) per the RFP, 2021, \$39,198; 2022, \$40,131; 2023, \$42,223 totaling \$121,552.

Note: AVS proposal does NOT include variables, example, postage, see proposal for full details.

At the special meeting of the Executive Committee on January 25, 2021, the Committee duly move and approved to recommend to the Board a three (3) year contract with AVS for Inspector of Election services.

Ms. Snowden MOVED, seconded by Mr. Friedman—

TO approve a three year contract with Accurate Voting Services, Inc.
as Inspector of Elections under [Civil Code §5110](#), in the amount of
\$121,552, per proposal dated January 14, 2021, and authorize the
President to sign the agreement.

One Board Director and the Executive Director spoke on the motion.

The motion was carried unanimously by the Directors present.

Recreation Committee

Amend 70-1445-1, Mission Park

At the regularly scheduled meeting of the Recreation Committee on January 4, 2021, the Committee recommended the GRF Board amend 70-1445-1, Mission Park, as presented.

Ms. Heinrichs MOVED, seconded by Mr. Massetti, and carried unanimously by the Directors present-

TO amend 70-1445-1, Mission Park, amending language to state that
“authorized residents” are authorized as users of the multi-use

facilities and indicating that 911, rather than GRF Security, be contacted in when persons are injured, as amended.

Security, Bus & Traffic Committee

Conceptual Approval – Contracted/Off-site Bus Service

At the January 13, 2021 meeting of the Security, Bus and Traffic Committee, the Committee duly moved to seek conceptual approval of the GRF Board for contracted off-property transportation service one day per week, as follows:

Off-property service to consist of a sixteen (16) passenger shuttle for seven (7) hours, one day per week, to originate at the GRF Amphitheater bus stop and provide transportation services to the Long Beach Market Place (Trader Joe's) shopping and entertainment locations, at an estimated annual cost of \$29,000, non-budgeted expense.

Mr. Massetti MOVED, seconded by Mr. Dodero -

TO conceptually approve contracted of-property bus service, one day per week, for seven (7) operational hours of service and authorize the Security Bus and Traffic Committee to fully develop the necessary agreements and to seek the Finance Committee's determination if sufficient non-budgeted operational funds would be available. The Security Bus and Traffic Committee shall return to the Board a formal request upon satisfying the following conditions:

- Finance Committee determination on the availability of non-budget operational funding to support the proposed transportation service (with possible cost recovery options).
- Public Health and Safety orders would allow for the full use of a sixteen-passenger bus.
- Complete contract for the proposed service.
- Compliance to insurance provisions as approved by the carrier.

Twelve Board Directors and the Executive Director spoke on the motion.

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The motion was carried unanimously by the Directors present.

EXECUTIVE DIRECTOR COMMENTS

The Executive Director did not provide additional comments.

BOARD MEMBER COMMENTS

Five Board members spoke on the meeting proceedings.

ADJOURNMENT

The meeting was adjourned was at 12:53 p.m.



Marsha Gerber, Corporate Secretary
Golden Rain Foundation
dfb 01.26.21