



**BOARD OF DIRECTORS MEETING MINUTES
GOLDEN RAIN FOUNDATION
November 23, 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, October 26, 2021, in Clubhouse Four and via live stream.

PLEDGE OF ALLEGIANCE

Director Friedman led the Pledge of Allegiance.

ROLL CALL

Following the roll call, Corporate Secretary, Paula Snowden reported that Directors Snowden, Geffner, Gerber, Thompson, Hopewell, Ableser, Doder, Levine, Mandeville, Damoci, Melody, Friedman and Isom and were present.

Director Gambol, Pratt, Massetti were present via Zoom.

Director Perrotti arrived via Zoom at 10:10 a.m. but left at 10:45 a.m. due to technical difficulties.

Director Massetti left the meeting at 10:45 a.m.

Director Slutsky was absent.

Directors participated, with a quorum of the voting majority.

The Executive Director, Randy Ankeny, Director of Finance, Carolyn Miller and Recording Secretary, Tia Makakaufaki were also present.

ANNOUNCEMENTS

The President reminded the audience that draft and approved GRF Board minutes are not available from the receptionist in the Administration building.

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.

SEAL BEACH COUNCIL MEMBER'S REPORT

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

HEALTH CARE CENTER ADVISORY BOARD UPDATE

The next update will be January 25, 2021, GRF Board of Directors meeting.

SHAREHOLDER/MEMBER COMMENTS

In accordance with Policy 5610, Participation by Foundation Members, members may enter 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.) Time limits, per speaker, are limited to:

- 4-minute limit per speaker, when there are no more than 15 speakers

2 members offered a comment at the meeting.

CONSENT AGENDA

The consent agenda included minutes of the Finance Board Committee Meeting of October 18, 2021, • Minutes of the GRF Administration Board Committee Meeting of October 7, 2021 • Minutes of the Recreation Board Committee Meeting of October 4, 2021 • The minutes from October 26, 2021, GRF Board Meeting • the GRF Board Report dated November 23, 2021 • The acceptance of the Financial Statement, October 2021.

AD HOC REPORTS

The reports from the Chairs of the Governing Documents Ad hoc Committee, Strategic Planning Ad hoc Committee, and the Website Redesign Ad hoc Committee and Management Services and Contract Ad hoc Committee were presented.

NEW BUSINESS

GENERAL

Approval Management Services List and Department Hourly Rate

At the November 12, 2021 meeting of the Management Services and Contract Ad-Hoc, the Committee approved the list of services to be sent to the full Board to be attached, along with a current list of Department hourly rates to the new Management Agreement

Mr. Damoci MOVED, seconded by Mr. Mandeville—

TO approve the new Management Agreement, along with the list of services (Exhibit A) and with the 2022 department hourly rates (Exhibit B) and to forward to the Mutual Boards for their approval.

Motion was passed with one Abstention (Director Gambol), one Recusal (Director Melody) and two no votes (Director's Geffner, Isom).

Four Directors and the Executive Director spoke on the motion.

GENERAL

Approval Of Job Descriptions - Communications Coordinator and Recreation Attendant

This item was removed from the agenda packet on November 23, 2021.

COMMUNICATION/IT COMMITTEE

Approval Leisure World Weekly Digitization Of 1962-1999 Microfilm

At the November 15, 2021 meeting of the Communication/IT Committee, the Committee moved to recommend the GRF Board of Directors to approve the Historical Society's request to sign the Ancestry.com release, as attached, for the Golden Rain News to become part of the CDNC UC Riverside/Newspapers.com digital newspaper database.

Mr. Snowden MOVED, seconded by Mr. Dodero —

TO approve the Historical Society's request to sign the Ancestry.com release for the Golden Rain News, Leisure World News, Seal Beach Leisure World News, Golden Rain Seal Beach Leisure World News, LW Weekly and succeeding titles TBD to become part of the CDNC UC Riverside/Newspapers.com digital newspaper database and to authorize the president to sign.

Motion passed with one recusal (Director Damoci).

Four Directors spoke on the motion.

FINANCE COMMITTEE

Approval 2021 / 2022 Master Insurance Policy Renewal

DLD Insurance Brokers, Inc. has partnered with the Golden Rain Foundation (GRF) for over 30 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 13.87% over the expiring policy period or overall favorable to the 2022 budget by 8.07%. Premiums for the renewing coverage period listed by coverage type and comparisons to the expiring policies and the 2022 budgets are shown in Exhibit A – 2021-2022 Insurance Premium Proposal Comparative.

The new master insurance policy proposal of \$2,856,963 includes a 3-year pollution policy totaling \$93,762, of which \$31,254 is to be allocated to the 2022 budget year. Total premium expenditure of \$2,794,455 will be recognized in the 2022 GRF and Mutual combined budgets.

Combined funds (Foundation and Mutuals), in the amount of \$3,039,852 were included in the respective 2022 operating budgets based upon estimates and assumptions made during the budget period.

Ms. Isom MOVED, seconded by Mr. Friedman and carried unanimously by the Director's present –

To approve the master insurance policy proposal dated November 12, 2021, as submitted, in the amount of \$2,856,963, for the policy period of December 1, 2021 to December 1, 2022 and authorize the President to sign the required renewal documents, per the insurance proposal dated November 12, 2021, as prepared and submitted by DLD Insurance Brokers, Inc.

Four Director and the Executive Director spoke on the motion.

FINANCE COMMITTEE

Approval Trust Property Lease Agreement

At the November 15, 2021 meeting of the Finance Committee, the Committee moved to recommend the GRF Board of Directors approval for a one-year term commencing on January 1, 2022, and expiring on December 31, 2022, at the annual rent of one dollar (\$1.00), per the terms and conditions, the following lease agreements for the exclusive use of Trust property:

Policy 40-1490-6, Friends of the Library Club; Policy 40-1491-6, Genealogy Club; Policy 40-1492-6, Golden Age Foundation; Policy 40-1493-6, Historical Society Club; Policy 40-1494-6, Radio Club; Policy 40-1495-6, Theater Club; Policy 40-1496-6, Rolling Thunder Club; Policy 40-1497-6, Video Producers Club; Policy 40-1498-6, Mutual Eight and Policy 40-1489-6, LW Trailer Club.

Mrs. Ableser MOVED, seconded by Ms. Levine and carried unanimously by the Directors present –

TO approve one-year term commencing on January 1, 2022, and expiring on December 31, 2022, at the annual rent of one dollar (\$1.00), per the terms and conditions, the following lease agreements for the exclusive use of Trust property: Policy 40-1490-

6, Friends of the Library Club; Policy 40-1491-6, Genealogy Club; Policy 40-1492-6, Golden Age Foundation; Policy 40-1493-6, Historical Society Club; Policy 40-1494-6, Radio Club; Policy 40-1495-6, Theater Club; Policy 40-1496-6, Rolling Thunder Club; Policy 40-1497-6, Video Producers Club; Policy 40-1498-6, Mutual Eight and Policy 40-1489-6, LW Trailer Club.

Four Directors spoke on this motion.

FINANCE COMMITTEE

TENTATIVE VOTE – Amend Policy 40-5061-2 Fees

At the November 15, 2021 meeting of the Finance Committee, the Committee moved to recommend the GRF Board of Directors amend 40-5061-2, Fees.

Mr. Friedman MOVED, seconded by Mr. Doderio and carried unanimously by the Directors present –

TO amend 40-5061-2, Fees, updating the document language throughout the document, ending a 28-day notification to the members, and a final decision by the GRF Board of Directors on January 25, 2022.

Seven Directors spoke on this motion.

FINANCE COMMITTEE

TENTATIVE VOTE - Adopt Policy 40-5580-2, Entry Passes - Fees

At the September 20, 2021 meeting of the Finance Committee, the Committee moved to recommend the GRF Board of Directors tentatively amend policy 40-5580-2 Entry Passes - Fees.

Mr. Pratt MOVED, seconded by Mr. Doderio and carried unanimously by the Directors present –

TO adopt policy 40-5580-2, Entry Passes - Fees, with sets forth the criteria and yearly passes for Real Estate, as presented. Pending a 28-day notification to the members, and a final vote by the GRF Board of Directors on January 25, 2022.

Five Directors spoke on this motion.

GRF ADMINISTRATION COMMITTEE

Approval for Emergency Supplies

Item was removed off the agenda packet as of November 23, 2021.

GRF ADMINISTRATION COMMITTEE

Approval For Trust Property Usage for Emergencies

At the November 4, 2021 meeting of the GRF Administration Committee, the Committee moved to recommend the GRF Board of Directors to approve the use of community facilities by community volunteer or service groups after any natural or manmade disaster for the purpose of using these facilities for shelter, volunteer staging areas, triage, emergency operations center, and other emergency response operations.

Community facility buildings must be inspected and deemed safe by Seal Beach city building inspectors or Golden Rain Foundation inspectors certified by the state of California in the Safety Assessment Program (SAP) before buildings are occupied by any shareholder or community volunteer group.

Mr. Mandeville MOVED, seconded by Mr. Geffner and carried unanimously by the Directors present. -

TO approve the use of Trust Property buildings in the event of an emergency or disaster impacting the community of Leisure World.

Two Directors spoke on this motion.

GRF ADMINISTRATION COMMITTEE

Approval Building Five Improvements

At the November 4, 2021, the GRF Administration Committee, the Committee moved and approved to recommend the GRF Board of Directors to approve the use and annual lease at the of \$1.00 per year and capital improvements to the 248 square feet area within

Building Five, not to exceed \$13,000 Capital Funding, adding a \$2,000 contingency and pending Finance Committee for review.

Improvements are as follows:

- Replace carpet and repaint
- Replace ceiling lights with LED
- Replace exterior door and window, including panic hardware and automatic opener
- Replace window blinds
- Add signage

At the November 15, 2021 meeting the Finance Committee, the Committee determined that sufficient capital funding in the amount of \$13,000 are available. The Finance Committee placed a temporary hold on these funds pending a Board action to release the funds for this project.

Ms. Snowden MOVED, seconded by Mr. Melody and carried unanimously by the Directors present. –

TO approve capital improvements to the 248 square feet area within Building Five for use of pending community service organization, not to exceed \$13,000 capital funding, adding a \$2,000 contingency for the improvements are as follows:

- Replace carpet and repaint
- Replace ceiling lights with LED
- Replace exterior door and window, including panic hardware and automatic opener
- Replace window blinds
- Add signage

Four Directors and Executive Director spoke on this motion.

GRF ADMINISTRATION COMMITTEE

Approval For Phase Three and Four - Administration Office and Workstation Improvements

It was recommended to Proceed with Phase three and four (see area A, B and C attached) of the ergonomic process within the Administration Building (Mutual Administration and Recording-Secretary workstations completed), the project includes:

- Removal of approximately ten feet of wall.
- Replacement of a workstations which have outlived its useful life, with an ergonomic workstation.
- Addition of a training/flex workstations to the configuration

At the November 15, 2021 meeting of the Finance Committee, the Committee has determined that sufficient capital funding in the amount of \$14,084 are available. The Finance Committee placed a temporary hold on these funds pending a Board action to release the funds for this project.

Ms. Gerber MOVED, seconded by Mr. Melody and carried unanimously by the Directors present. –

TO approve Phase Three and Four, Administration Offices,
Ergonomic Process improvements and the addition of a training/flex
workstation in an amount not to exceed \$14,084.00, Capital/Reserve
Funds: Also, authorize the President to sign the contract.

PHYSICAL PROPERTY COMMITTEE

Approval Upstairs HVAC In Clubhouse Six

This item was removed off the agenda packet on November 23, 2021.

PHYSICAL PROPERTY COMMITTEE

Amend Policy 30-5041-5 Real Trust Property Acreage

After a brief discussion, the Directors agreed to remove from the agenda and sent back to Physical Property Committee for further review.

RECREATION COMMITTEE

Approval Clubhouse One - Cooking Range Replacement

The Service Maintenance Department has reported to us that one of the burners needed to be replaced on our current range but due to the age of the unit, parts are no longer available. At this time, we have no other choice than to recommend that the unit be replaced.

The following companies have provided quotes for the purchase of a new range to replace the existing unrepairable range:

- | | |
|------------------------------------------|------------|
| 1. JES Restaurant Equipment | \$7,648.11 |
| 2. Build with Ferguson | \$7,907.22 |
| 3. Restaurant Equippers Warehouse Stores | \$7,995.00 |

At the November 1, 2021, meeting of the Recreation Committee, the Committee approved the purchase of a new range to replace the old, damaged range in an amount not to exceed \$8,148.11 and requested the Finance Committee review the budget for funds from the reserves for this purchase.

At the November 15, 2021, meeting of the Finance Committee, the Committee approved funding in an amount not to exceed \$8,148.11 to purchase a new range with funds coming from the replacement reserves.

Ms. Gerber MOVED, seconded by Mr. Mandeville, and carried unanimously by the Directors present. –

TO approve the purchase of a new cooking range from JES Restaurant Equipment in the amount of \$7,648.11 and additional \$500.00 for parts and installation for a total not to exceed \$8,148.11 from the replacement reserves.

No Directors spoke on this motion.

RECREATION COMMITTEE

Approval Golden Age Foundation Tax Program 2022

Mr. Geffner MOVED, seconded by Ms. Snowden and carried unanimously by the Directors present. –

TO approve the use of the Knowledge and Learning Center by the Golden Age Foundation from January 2022 through mid-April 2022.

No Directors spoke on this motion.

RECREATION COMMITTEE

Approval – Clubhouse One and Clubhouse Two Woodshops

Staying relevant is one of the single most important things a community can do to keep pace with changing demographics and shareholder/member expectations in amenities. What was relevant in amenities 10-20 years ago, may not be relevant today. To protect lifestyle and community value, there is an ongoing need to continually elevate the use of Trust Property to ensure our amenities meet with the mutual benefit of most of the Shareholder/Members and strategically and prudently reinvest in our facilities and amenities.

As part of ongoing programs and discussions to repair, maintain and improve Trust Property, at the November 1, 2021 meeting of the Recreation Committee, the Committee reviewed the proposed amenity improvements and enhancements:

- Clubhouse One -Renovation and expansion of Woodshop One.
- Clubhouse Two -Modification of Woodshop Two into a multiuse & activity room.

The Committee duly moved and approved to seek conceptual approval of the Board to:

- Expand Woodshop One into the adjacent space, 690 square feet.
(Room currently has two of the six Clubhouse One Pool tables).
- Renovation of 1,051 square foot of space in Clubhouse Two, currently used as a woodshop into a multiuse and activity room.

Mr. Melody MOVED, seconded by Ms. Gerber -

TO approve the modifications and improvements to Trust Property
as identified as:

- Clubhouse One, Woodshop One expansion into the adjacent space,
690 square feet. (Room currently has two of the six Clubhouse One
pool tables).
- Clubhouse Two, Renovation of 1,051 square foot of space, currently
used as a woodshop into a multiuse and activity room.

I further move to direct:

- the Recreation Committee, Physical Properties Committee and if required, the Architectural Design and Review Committee to develop full specifications and cost estimates.
- forward such estimate of Capital and/or Reserve Funds required to the Finance Committee.
- and upon the Finance Committees determination of the availability of Capital and/or Reserve Funds.

Return the proposed project to the Board for final action.

The motion passed with two no votes (Directors Gambol and Geffner).

Three Directors and Executive Director spoke on this motion.

RECREATION COMMITTEE

FINAL VOTE - Amend Policy 70-1429.02-1 Golf Course Rules

At the August 30, 2021 meeting of the Recreation Committee, the Committee moved to recommend the GRF Board of Directors amend policy 70-1429.02-1, Golf Course Rules.

At the September 28, 2021 meeting of the GRF Board of Directors, the Board voted to tentatively amend Member/Owner (M/O) Renter/Lessee (R/L) Rules of Conduct, Non-compliance with Rules of Conduct – Fines and Penalties, pending a 28-day notice period to Foundation members. The document draft was published in the October 7th edition of the *LW Weekly*. Members were welcomed to submit their comments or questions to the Board Office on this matter. This process is recommended in accordance with Civil Code **§4360**.

No item of correspondence was received during the 28-day notification to the membership period.

Ms. Snowden MOVED, seconded by Mr. Melody and carried unanimously by the Directors present. –

TO amend 70-1429.02-1 Golf Course Rules, add to the rules that shoes must be worn on the golf course, at all times, as presented.

Two Directors spoke on this motion.

SECURITY, BUS & TRAFFIC COMMITTEE

TENTATIVE VOTE – Amend Policy 80-1937-2, Parking - Fines

At the November 10, 2021 meeting of the Security, Bus & Traffic Committee, the Committee moved to recommend the GRF Board of Directors to amend policy 80-1937-2, Parking - Fines

Mr. Pratt MOVED, seconded by Mr. Thompson and carried unanimously by the Directors present. –

TO amend policy 80-1937-2, Parking - Fines, pending a 28-day notification to the members and final vote by the GRF Board of Directors on January 25, 2022.

Two Directors spoke on this motion.

SECURITY, BUS & TRAFFIC COMMITTEE

TENTATIVE VOTE – Rescind Policy 80-1927.01-2, Fees for Parking Rules Violations on Trust Property

At the November 10, 2021 meeting of the Security, Bus & Traffic Committee, the Committee moved to recommend the GRF Board of Directors to rescind 80-1927-01-2, Fee for Parking Rules Violations on Trust Property.

Ms. Gambol MOVED, seconded by Mr. Friedman and carried unanimously by the Directors present. –

TO approve the purchase of sixteen (16) two-way radios and eight (8) microphones at no cost not to exceed \$6,645.50, reserve funding.

Motion passed with one Abstention (Director Gambol).

One Director spoke on this motion.

SECURITY, BUS & TRAFFIC COMMITTEE

TENTATIVE VOTE – Rescind Policy 80-1927.02-3, Parking Rules for Trust Property

At the November 10, 2021 meeting of the Security, Bus & Traffic Committee, the Committee moved to recommend the GRF Board of Directors to rescind policy 80-1927.02-3, Parking Rules for Trust Property.

Ms. Hopewell MOVED, seconded by Ms. Snowden and carried unanimously by the Directors present. –

TO rescind policy 80-1927-02-3, Parking Rules for Trust Property,
pending a 28-day notification to the members and a final vote by the
January 25, 2022.

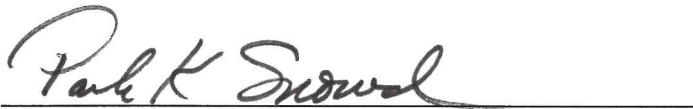
No Directors spoke on this motion.

BOARD MEMBER COMMENTS

Three Director offered a comment.

ADJOURNMENT

The meeting was adjourned was at 12:13 P.M.

A handwritten signature in dark ink, reading "Paula K. Snowden", is written over a horizontal line.

Paula Snowden, Corporate Secretary
Golden Rain Foundation
tm 11.23.21