



GRF ADMINISTRATION COMMITTEE MINUTES

March 3, 2022

The meeting of the GRF Administration Committee was held on Thursday, February 3, 2022, and was called to order at 1:00 p.m. by Chair Gerber, in the Administration Conference Room and via Zoom, followed by the Pledge of Allegiance.

ROLL CALL

Present: Ms. M. Gerber, Chair
Mrs. C. Damoci
Ms. S. Hopewell
Ms. J. Isom – Via Zoom
Mr. P. Mandeville
Mrs. L. Perrotti
Mr. P. Pratt
Ms. P. Snowden

Staff Ms. L. Dillman, Human Resources Director
and Guests: Ms. B. Schuler, Finance Manager
Mr. E. Gomez, Safety/Emergency Coordinator
Ms. T. Makakaufaki, Recording Secretary
Ms. D. Gambol, GRF Representative, Mutual One – Via Zoom
Mr. S. Geffner, GRF Representative, Mutual Three
Mr. W. Thompson, GRF Representative, Mutual Five
Ms. C. Levine, GRF Representative, Mutual Ten
Mr. L. Melody, GRF Representative, Mutual Fourteen
No Shareholders/Members

Chair Gerber greeted and welcomed everyone to the GRF Administration Committee meeting and introduced Foundation members, 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 Executive 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 March 2022.

CHAIR'S ANNOUNCEMENTS

Chair Gerber welcomed the Committee members, guests, and staff, including GRF President Susan Hopewell, Human Resources Director LeAnn Dillman, Finance Manager, Barbara Shuler, Safety/Emergency Coordinator Eloy Gomez and Recording Secretary Tia Makakaufaki.

SHAREHOLDER COMMENTS

No Shareholder/Member spoke at the time of the meeting.

APPROVAL OF MINUTES

The minutes of the February 3, 2022, regular meeting was approved, as presented.

CORRESPONDENCE

There was no correspondence at the time of the meeting.

STAFF REPORTS**Human Resources Director**

The Human Resources Director presented the monthly report, as presented in the agenda packet.

Finance Manager

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

Safety/Emergency Coordinator

The Safety/Emergency Coordinator informed the committee that the Seal Beach Fire Captain has scheduled some training exercises in the next few weeks in Leisure World (one day only) and the Mutuals where this will take place will be notified in advance.

UNFINISHED BUSINESS**Blue Can 50-Year Water Information**

Safety/Emergency Coordinator updated the Committee with information on the Blue Can 50 Year Life Water.

Training for Mutual Board Directors by Department Heads - Discussion

No action was taken pending additional information to be presented at the next scheduled meeting.

Glossary of Terms

Paul Snowden (Chair) updated the Committee with the Glossary of Terms. Carole Damoci is in the Sub-Committee. The Sub-Committee will bring back a report next month on their progress of updating the Glossary of Terms.

GOVERNING DOCUMENTS

Amend 50-3182-1, Member/Owner Renter/Lessee – Rules

After a brief discussion, Ms. Hopewell MOVED, seconded by Mr. Mandeville and carried unanimously by the Committee members present –

TO recommend the GRF Board accept 50-3182-1, Member/Owner Renter/Lessee – Rules, as amended.

Amend 30-5093-1, Authorized Resident Rules of Conduct

After a brief discussion, Ms. Hopewell MOVED, seconded by Ms. Snowden and carried unanimously by the Committee members present –

TO recommend the GRF Board accept 30-5093-1, Authorized Resident Rules of Conduct, as amended, pending a 28-day notification.

Amend 30-5024-1, Committee Structure

After a brief discussion, Mrs. Damoci MOVED, seconded by Ms. Isom and carried unanimously by the Committee members present –

TO recommend the GRF Board accept 30-5024-1, Committee, as amended.

FUTURE AGENDA ITEMS:

The Committee concurred to add future agenda items:

- Sub-Committee – Glossary of Term.
- Training for Mutual Board Directors by Dept. Heads.
- Lower Accident Rate Employee Reward Luncheon
- Election Voting by Acclamation (Jodi Hopkins)

PRESIDENT’S COMMENTS

Throughout the meeting, President Hopewell commented.

NEXT MEETING

Thursday, April 7, 2022, in Conference Room A.

ADJOURNMENT

Chair Gerber adjourned the meeting at 1:45 p.m.

Marsha Gerber, Chair
GRF Administration Committee
tm. 03-03-22

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