



AGENDA
SPECIAL BOARD OF DIRECTORS MEETING
GOLDEN RAIN FOUNDATION
CLUBHOUSE FOUR/LIVE STREAM
Friday, June 17, 2022 at 1:00 P.M.

View the meeting livestream:

- Navigate to www.lwsb.com
- Click on the Watch BOD Meeting Live tab
- The live streaming uses YouTube live and terminates at the close of the meeting

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Announcements
5. Shareholder/Member Comments

NOTE: Foundation members are permitted to make comments before the business of the Board begins. Requests must be registered in advance of the meeting and comments are limited to four minutes.

6. New Business
 - a. General
 - i. Ratify Committee Assignments, Ad hoc Committee Assignments (Handout)
 - ii. Approval of Pedestrian Gate
 - iii. Amend 30-5020-1, Organization of the Board
 - iv. Amend 30-5167-3, Strategic Planning Committee Ad Hoc Committee Charter
 - v. Amend 20-5125-3, Communication/ITS Committee Charter
 - vi. Amend 20-5118-3, Publications Committee Charter
7. Adjournment

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Golden Rain Foundation

Golden Rain Foundation

Leisure World, Seal Beach

BOARD ACTION REQUEST

TO: GRF BOARD OF DIRECTORS
FROM: MARK WEAVER, FACILITIES DIRECTOR
SUBJECT: PEDESTRIAN GATE AT ST. ANDREWS
DATE: JUNE 3, 2022
CC: FILE

The Pedestrian Gate at Saint Andrews has been un-operational for the past couple of months. Certain components for the gate are under warranty, but the previous contractor is not cooperating and has abandoned the job, forcing the Physical Properties Department to obtain a quote from Axxess Doors to repair the Pedestrian Gate at the cost not to exceed \$5,616.26.

At the Golden Rain Foundation Board Executive Meeting of June 3, 2022, the Board moved and approved to ratify this repair at the June 17, 2022 meeting.

Note: Contractor holding warranty will be sent an invoice for this repair and complaint filed with CSCLB.

I move to approve Axxess Doors to repair the Pedestrian Gate at Saint Andrews at the cost not to exceed \$5,616.26 and authorize the President sign the contract.

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GRF ADMINISTRATION COMMITTEE

Organization of the Board

1. MEMBERS OF THE BOARD

The Board has eighteen members, consisting of two representatives each from Mutual One and Mutual Two, and one representative from each of the other Mutuals.

2. OFFICERS OF THE BOARD

The GRF Executive Director must be able to communicate freely with any and all GRF Board Officers without being concerned about a potential conflict involving Mutual-related business. Therefore, GRF Board Officers may not serve on their Mutual Board concurrently due to unavoidable conflicts of interest inherent ins serving on both Boards.

2.1. President

2.2. Vice President

2.3. Corporate Secretary

2.4. Treasurer

3. GRF ADMINISTRATION COMMITTEE

The GRF Administration Committee shall consist of the elected officers of the Golden Rain Board and the chairpersons of the Recreation, Physical Property, Mutual Administration and Security, Bus and Traffic Committees.

4. STANDING COMMITTEES

4.1. Architectural and Design Committee

4.2. Communications Committee

4.2.4.3. Information Technology Services Committee

4.3.4.4. Finance Committee

4.4.4.5. Mutual Administration/Service Maintenance Committee

4.5.4.6. GRF Administration Committee

4.6.4.7. Physical Property Committee

4.7.4.8. Recreation Committee

4.9. Security, Bus & Traffic Committee

4.8.4.10. Strategic Planning Committee

5. OTHER COMMITTEES AS APPROVED BY THE BOARD



GRF ADMINISTRATION COMMITTEE

Organization of the Board

Document History

Adopted: 18 Jan 72	Amended: 17 Feb 76	Amended: 16 Aug 83
Amended: 18 Feb 97	Amended: 15 Sep 09	Amended: 19 Apr 11
Changed: 27 Aug 13 (to update Committee Title)		
Amended: 23 Sep 14 (Effective Start of 2015/2016 Term)		
Amended: 28 Mar 17 (Effective Start of 2017/2018 Term)		
Reviewed: 09 Feb 18	Amended: 23 Jul 19	Amended: 23 Mar 21
Amended: 24 Aug 21	Coom. Name Chg. 24 Aug 21	

Keywords: Administration GRF Board Committee Officer

STRATEGIC PLANNING COMMITTEE AD HOC (SPA)
30-5167-3



Committee Charter

Pursuant to state statute (**Corp. Code §7210; Corp. Code §7212(c)**) and Article VIII of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Strategic Planning Ad Hoc Committee and grants to the Committee authority specifically stated within the GRF governing documents.

In accordance with Article VII, Section I, of the Bylaws, the committee chair and members shall be appointed by the GRF President and approved by action of the BOD.

1. GOALS:

1.1. Protect, preserve and improve Trust Property.

1.2. Plan, Budget and Prioritize for medium- and long-term community projects (3 to 10 years).

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1.3. Assess and adjust the organization's direction in response to a changing environment and community demographics.

1.2. PURPOSE:

To study and provide recommendations to the Board to support establishing and setting priorities for the preservation and improvement of Trust Property.

1.1.2.1. Focus direction and financial resources by estimating for future projects.

1.2.2.2. Strengthen operations through unified common goals.

1.3.2.3. Establish agreement around intended outcomes/results.

2.1. GOALS:

2.1.1.1. Protect, preserve and improve Trust Property.

2.2.1.1. Plan, Budget and Prioritize for medium- and long-term community projects (3 to 10 years).

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2.3.1.1. Assess and adjust the organization's direction in response to a changing environment and community demographics.

3. DUTIES:

STRATEGIC PLANNING COMMITTEE AD HOC (SPAH)
30-5167-3



Committee Charter

3.1. This Standing Committee may operate as a separate entity but has a duty to work cooperatively with other standing committees when projects and responsibilities overlap.

3.2. Publish an agenda four (4) days in advance of Committee meeting.

3.3. The Committee Chair shall, with the approval of the Committee, appoint a Vice Chair.

~~3.1.~~ 3.4. Meet ~~monthly~~ quarterly or whenever such meetings are deemed necessary.

~~3.2.~~ 3.5. Furnish a ~~monthly~~ report to the GRF Board of Directors and a yearly report at the GRF annual meeting.

~~3.3.~~ Publish an agenda four (4) days in advance of Committee meeting.

~~3.4.~~ Elect a Vice Chair at the first meeting.

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4. LIMITATIONS:

It is to be recognized that the function of the Committee is to act in an advisory and consulting capacity.

Regulatory or supervisory activities affecting employed personnel are functions of Management and not to be encroached upon by any Committee Chairperson or member, either individually or collectively.

The Committee does not have the authority to enter into written contracts or oral agreements with any third parties on behalf of the GRF BOD. Authority to authorize contracts and/or expenses rests solely with the BOD.

Document History

Adopted: 26 Jul 16	Amended: 23 Jul 19	Amended: 22 Oct 19
Amended: 30 Apr 21	Amended: 25 Jan 22	

Keywords: Strategic Planning SPAH Charter Charter



COMMUNICATIONS/ITS

Committee Charter

Pursuant to state statute (**Corp. Code §7210; Corp. Code §7212(c)**) and Article VIII of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Communications/~~ITS~~ Committee and grants to the Committee authority specifically stated within the GRF governing documents and policies as granted by the BOD.

In accordance with Article VII Section I of the Bylaws, the committee chair and members shall be appointed by the GRF President and approved by action of the BOD.

1. GOALS:

- ~~1.1.~~ Increase Organization Effectiveness and Efficiency;
- ~~1.2.~~ ~~Protect, Preserve and Improve our Assets~~

2. PURPOSE:

Oversee the operations of the Communications ~~and ITS~~ Departments.

Communications includes all activities coincident to the publication and/or electronic transmission of community information outlets, including but not limited to a newspaper, community guide, bus schedule, annual report, special publications, and calendar. Communications is also responsible for managing all advertising activities stemming from the production of the above, as well as from advertising and sponsorship activities for property and vehicles belonging to the Golden Rain Foundation.

~~Information Technology Services includes all activities concerned with the electronic support of the Foundation's operations. These include oversight and functioning of the Foundation's computer and electronic communication hardware and software systems, security monitoring devices, web site, electronic message signs and texting services. It also includes management of the foundation's internet-connected monitoring devices and/or software for office and human resources management, as well as financial, inventory and environmental control systems.~~

3. DUTIES:

- 3.1.** This Standing Committee may operate as a separate entity but has a duty to work cooperatively with other Standing Committees when projects and responsibilities overlap;
- 3.2.** Publish an agenda four (4) days in advance of the Committee meeting;
- 3.3.** The Committee Chair shall, with the approval of the Committee, appoint a Vice Chair.
- 3.4.** Review bi-monthly staff report formats to be included in the ~~monthly~~ agenda.
- 3.5.** Meet with the NEWS ~~and ITS~~ Department management bi-monthly or whenever such meetings are deemed necessary, unless cancelled by the chair;
- 3.6.** The publication of the Golden Rain LW Weekly and other communication media as may be approved by the Communications Committee or BOD;



COMMUNICATIONS/ITS

Committee Charter

- ~~3.7.~~ To be aware, through study and research, that the technical reporting, procedures and practices of the ITS Department, including the GRF website, all electronic communications and devices are maintained according to Industry Standards;
- ~~3.8.~~ Assist the BOD in understanding the compliance with any contracts relating to information technology;
- ~~3.9.~~3.7. Review monthly budget comparison for cost centers 236 (Communications Department) and 934 (Information Technology Services);
- ~~3.10.~~3.8. Analyze requests for action emanating from the GRF BOD, Mutual Boards, Administration and Shareholder/Members;
- ~~3.11.~~3.9. Originate and develop ideas, plans, and programs which are pertinent to these areas;
- ~~3.12.~~3.10. Provide an initial approval and recommendation to the Finance Committee of the budget for cost centers 236 (Communications Department) and 934 (Information Technology Services), including Capital requests and upcoming Reserve replacements;
- ~~3.13.~~3.11. Review policies for cost centers 236 (Communications Department) and 934 (Information Technology Services) yearly and send recommended changes to the BOD for approval; and
- ~~3.14.~~3.12. Furnish a report at the GRF annual meeting.

4. LIMITATIONS:

It is to be recognized that the function of the Committee is to act in an advisory and consulting capacity.

Regulatory or supervisory activities affecting employed personnel are functions of Management and not to be encroached upon by any Committee Chairperson or member, either individually or collectively.

The Committee does not have the authority to enter into written contracts or oral agreements with any third parties on behalf of the GRF BOD. Authority to authorize contracts and/or expenses rests solely with the BOD.

Document History

Adopted:	18 Jan 72	Amended:	21 Aug 73	Amended:	15 Dec 76
Amended:	19 Jun 90	Amended:	19 Mar 96	Amended:	27 Aug 13
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Amended:	27 Aug 19	Amended:	24 Sep 19	Amended:	24 Nov 20
Amended:	25 May 21				

Keywords: Charter Communication Information-
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COMMUNICATIONS/ITS

Committee Charter

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INFORMATION TECHNOLOGY SERVICES (ITS)

Committee Charter

Pursuant to state statute (**Corp. Code §7210; Corp. Code §7212(c)**) and Article VIII of the Bylaws of the Golden Rain Foundation (GRF), the Board of Directors (BOD) hereby establishes the Information Technology Services (ITS) Committee and grants to the Committee authority specifically stated within the GRF governing documents.

In accordance with Article VII, Section I, of the Bylaws, the committee chair and members shall be appointed by the GRF President and approved by action of the BOD.

1. GOALS:

- 1.1. Increase organizational effectiveness and efficiency
- 1.2. Protect, preserve and improve our assets

2. PURPOSE:

Oversee the operation of the ITS Department;

Information Technology Services includes all activities concerned with the electronic support of the Foundation's operations. These include oversight and functioning of the Foundation's computer and electronic communication hardware and software systems, security monitoring devices, web site, electronic message signs and texting services. It also includes management of the foundation's internet-connected monitoring devices and/or software for office and human resources management, as well as financial, inventory and environmental control systems.

3. DUTIES:

3.1. This Standing Committee may operate as a separate entity but has a duty to work cooperatively with other Standing Committees when projects and responsibilities overlap;

~~3.1.~~3.2. Publish an agenda four (4) days in advance of the Committee meeting;

~~3.2.~~3.3. The Committee Chair shall, with the approval of the Committee, appoint Elect a Vice-Chair ~~at the first meeting;~~

~~3.3.~~3.4. Review monthly staff report formats to be included in the monthly agenda;

~~3.4.~~3.5. Meet with the ITS Department staff monthly or whenever such meetings are deemed necessary, unless cancelled by the chair;

~~3.5.~~3.6. To be aware, through study and research, that the technical reporting, procedures and practices of the ITS Department, including the GRF website, all electronic communications and devices are maintained according to Industry Standards;

~~3.6.~~3.7. Review monthly budget comparison for cost center 934;

~~3.7.~~3.8. Assist the BOD in understanding the compliance with any contracts relating to information technology;



INFORMATION TECHNOLOGY SERVICES (ITS)

Committee Charter

3.9. Analyze request for action emanating from the GRF Board of Directors, Mutual Board, Administration and members;

3.8.3.10. Provide an initial approval and recommendation to the Finance Committee of the annual budget for cost center 934 including Capital requests and upcoming Reserve replacements;

3.9.3.11. Review policies for cost center 934 yearly and send recommended changes to the GRF BOD for approval; and

3.12. Originate and develop ideas, plans, and programs pertinent to these areas; and

3.10.3.13. Furnish a report at the GRF annual meeting.

4. LIMITATIONS:

It is to be recognized that the function of the Committee is to act in an advisory and consulting capacity.

Regulatory or supervisory activities affecting employed personnel are functions of Management and not to be encroached upon by any Committee Chairperson or member, either individually or collectively.

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Document History

Adopted: 20 Mar 07	Amended: 21 Jun 16	Rescinded: 28 Mar 17
Amended: 25 Sep 18	Amended: 23 Jul 19	Rescinded: 24 Sep 19

Keywords: Communication Charter

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ITS

Information

Technology