



*The Golden Rain Foundation provides an enhanced quality of life  
for our active adult community of Seal Beach Leisure World*

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## **GRF ADMINISTRATION COMMITTEE**

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### **Committee Agenda**

Thursday, August 25, 2022, 1:00 p.m.  
Administration Conference Room A/Zoom

To view the live GRF Board meeting:

- Go to [www.lwsb.com](http://www.lwsb.com)
- The tab will be active at 12:45 pm on the day of the meeting
- The live streaming uses YouTube live and terminates at the close of the meeting

**1. Call to Order**

**2. Roll Call/Notice of Quorum**

Phil Friedman  
Donna Gambol  
Sandy Geffner  
Marsha Gerber

Susan Hopewell Carol Levine Nick  
Massetti  
William Thompson- Chair

**3. Chair's Announcements**

- Introduction of Guests and Staff  
Jessica Sedgwick, Executive Director  
LeAnn Dillman, Human Resources  
Carolyn Miller, Finance Director  
Jenna Dever, Assistant to Executive Director
- Rules of Order
- Civic Service Recognition – Thomas “Buddy” McDonald

**3. Member Comments** (*Limited to 3 minutes per person*)

**4. Approval of Minutes**

- Minutes of July 28, 2022

**5. Staff Reports**

- Human Resources Director
- Finance Manager
- Executive Director

**6. New Business**

- a. Mandatory Contiguous Vacation Days
- b. Administration Building Office Improvements

**7. Unfinished Business**

- a. 2023 Budget Review

**8. Governing Documents**

- a. Amend 30-5025-3 – GRF Election Procedure
- b. Amend Bylaws – Elections
- c. Amend 30-1001-5 - Glossary of Terms
  - i. Recreational Vehicle
  - ii. Commercial Vehicle
  - iii. Qualified Permanent Resident
  - iv. Permitted Health Care Resident
  - v. Caregiver
  - vi. Co-Occupant
- d. Review 30-5093-3 - Member Rules of Conduct- Procedure of Notification of Violation and Right of Hearing
- e. Rescind 30-5175-3 - Facilities & Amenities Review Ad Hoc Committee

**9. Future agenda items**

- a. Review 30-5028-3 - GRF Director’s Handbook
- b. Review 30-5110-3 -- Administration Committee Charter
- c. Review and Approve 2023 Election Materials

**10. Next Meeting**

Thursday, September 22, 2022, in Administration Conference Room A /Zoom

**11. Adjournment**

**12. Executive Session**