

## GRF BOARD OF DIRECTORS

60<sup>th</sup> Annual Meeting Agenda  
Tuesday, June 13, 2023 - 2:00 P.M.  
Clubhouse Four

*This meeting may also be live streamed at [www.lwsb.com](http://www.lwsb.com).*

*The tab will be active 15 minutes prior to the start of the meeting.*

*The live streaming uses YouTube live and terminates at the close of the meeting.*

- 1. Call to Order**
- 2. Pledge of Allegiance**
- 3. Roll Call**
- 4. Membership Participation by Pre-arrangement**
- 5. Minutes of the Annual Meeting of June 14, 2022**
- 6. Introduction of Present Directors**
- 7. Review of Committee:**
  - a. Architectural Design and Review Committee
  - b. Communications Committee
  - c. IT Committee
  - d. Finance Committee
  - e. GRF Administration Committee
  - f. Mutual Administration Committee
  - g. Physical Property Committee
  - h. Recreation Committee
  - i. Security, Bus, & Traffic Committee
  - j. Strategic Planning Committee
  - k. 1.8 Acre Ad Hoc Committee
  - l. Governing Docs Ad Hoc Committee
- 8. Introduction of Newly Elected Directors**
- 9. Introduction Retiring Directors**
- 10. President's Report**
- 11. Installation of the Newly Elected GRF Director**
- 12. Adjournment**

Organization and Ratification Meeting will immediately follow the 60<sup>th</sup> Annual Meeting.

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Please be always courteous and respectful to other members, Board Directors and representatives from Management. We ask that you do not raise hands or interrupt the Committee or anyone else who may be speaking. **A Member not adhering to these protocols and/or who becomes unruly may be asked to leave the meeting. Failure to comply will result in a special hearing with the Board at which disciplinary action may be taken.**

## **ANNUAL MEETING MINUTES - GOLDEN RAIN FOUNDATION**

### **June 14, 2022**

#### **CALL TO ORDER**

The 59th Annual Meeting of Members of the Golden Rain Foundation was held in Clubhouse Four on June 14, 2022 and called to order by President Susan Hopewell.

President Hopewell stated that today's meeting had been convened in compliance with Article III, Sections 2 and 3 of the Foundation's By-Laws and, following Corporate Secretary Gerber's statement that all members were sent notice of such meeting, she declared it to be in session at 2:00 p.m.

#### **PLEDGE OF ALLEGIANCE**

GRF Corporate Secretary Paula Snowden led the Pledge of Allegiance.

#### **ROLL CALL**

Recording Secretary Tia Makakaufaki reported that Board Members Perrotti, Collazo, Snowden, Pratt, Stone, Gerber, Thompson, Hopewell, Rapp, Slutsky, Doderer, Levine, Heinrichs, Damoci Friedman, Isom, and Massetti were present.

Director Mandeville was not present.

Seventeen members were present, constituting a majority of the voting quorum.

#### **MEMBERSHIP PARTICIPATION**

President Hopewell stated that by prearrangement, through a notice published for three consecutive weeks in the *Leisure World Weekly*, members wishing to do so were invited to participate in the Annual Meeting. Three written questions/comments were received and referred to the appropriate department/GRF Committee.

#### **APPROVAL OF 2020 ANNUAL MEETING MINUTES**

BY REQUEST of Mutual Six, shareholder Lynn Baidack, the reading of the minutes of the Annual Meeting, held on June 8, 2021, was dispensed with, and the minutes were approved and ordered to be filed in the corporate records as heretofore published. Kathy Rapp seconded the motion; the Board members present unanimously indicated their favor of the motion.

#### **INTRODUCTION OF PRESENT DIRECTORS**

The present Board members were introduced by President Hopewell:

Mutual One, Leah Perrotti; Mutual One, Donna Gambol; Mutual Two, Paula Snowden; Mutual Two, Paul Pratt; Mutual Three, Sandy Geffner; Mutual Four, Marsha Gerber; Mutual Five, William Thompson; Mutual Six, Susan Hopewell; Mutual Seven, Kathy Rapp; Mutual Eight, Lawrence Slutsky; Mutual Nine, Tony Doderer; Mutual Ten, Ronde Winkler; Mutual Eleven, Phil Mandeville; Mutual Twelve, Carole Damoci; Mutual Fourteen, Lee Melody; Mutual Fifteen, Phil Friedman; Mutual Sixteen, Janet Isom; and Mutual Seventeen, Nick Massetti.

## **Annual Meeting Minutes of the Board of Directors, 06.14.22**

President Hopewell recognized retiring Mutual Two and Eight GRF Representatives for their service on the Board. On behalf of the community, President Hopewell thanked these Board members for their hard work and dedication and shared a brief history of their GRF activities.

### **INTRODUCTION OF NEWLY ELECTED DIRECTORS**

President Hopewell then introduced the newly elected directors of the Board: Teri Nugent, Mutual Two, Susan Jacquelin, Mutual Two and Camille Thompson, Mutual Eight.

### **REPORTS**

In accordance with Article V, Section 2, of the GRF By-Laws, the Annual Meeting of members is the time and place for receiving reports from chairpersons. President Hopewell offered the opportunity for the committee chairs to offer comments, regarding their committees. The Chairs thanked the members of their committees and staff members individually.

### **EXECUTIVE DIRECTOR'S COMMENTS**

There is no Executive Director at the moment. The President thanked the Board and staff for another excellent year.

### **BOARD MEMBER COMMENTS**

Seventeen Board members offered comments.

### **INSTALLATION OF NEWLY ELECTED DIRECTORS**

President Hopewell announced that Teri Nugent, Susan Jacquelin and Camille Thompson were officially installed as Directors of the Golden Rain Foundation.

### **ADJOURNMENT**

The meeting was adjourned at 3:27 p.m.

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Paula Snowden, Corporate Secretary  
Board of Directors  
TM: 06-14-22

These are tentative minutes only, subject to the approval of the members of the Golden Rain Foundation.

## **Annual Report from the President 2021-2022**

The most surprising challenge we all faced this term was the resignation of our Executive Director in early November 2021. This was certainly unexpected and could have been disastrous. But it was not a disaster. And the reason; the entire GRF team did not miss a beat in their duty and commitment to this community, to their co-workers and in their support of other departments when needed. The saying I hear so often from GRF staff is “there is no I in team.” And please believe me, it is more than just a saying; it is an integral part of their work ethic, their commitment to each other and to this community. I witnessed it many times during the last seven months.

The GRF Board has been committed to improving the benefits and wages for all GRF employees. We have succeeded in making significant changes in support of this objective. In March, we approved an economic adjustment of a 5% wage increase for all employees except Department Directors. Our healthcare coverage options this year offered an additional HMO plan that allowed us to offer the employee-only coverage paid entirely by GRF and a greater contribution to other levels of coverage. We approved a new pay grade schedule for all positions and the GRF Administration Committee and HR completed salary reviews and made appropriate salary changes for all positions. We also voted to improve the vacation and accrual schedule. The Board’s goal is to retain our valued employees and improve our recruitment opportunities to attract new employees.

GRF has, with the collaboration of Mutual Directors, finalized a list of services provided to Mutuals by GRF. The current Management Agreement was written 60 years ago. A long overdue new Management Agreement was recently approved by the GRF Board and a majority of Mutuals and sent to all Directors on June 1. The goal is to have the Agreement on all Mutual Agendas in June or July for approval and to have a community signing and photo op event in August to memorialize this historic event.

Next term will bring exciting changes and opportunities. Hopefully, early in the term all Mutual Boards will approve and sign the new Management Agreement. The newly renovated woodshop is scheduled to open in August. The Board will be considering the 1.8 mini-farm plans. The Amphitheatre Season is about to begin with a full and exciting line up of shows. Training and Department Orientation is scheduled for GRF and Mutual Directors for the 29<sup>th</sup> of this month. This will be the first, in what I hope, will be several training opportunities for Mutual and GRF Directors. The GRF Board will continue our pledge to improve our cyber security and upgrade software which will result in more efficient work processes for staff in every department.

Our community has a solid foundation for continued success. Each Mutual has a dedicated team of volunteer Directors to manage their property. GRF has a team of experienced and dedicated employees committed to providing exceptional service to each Mutual Board and to our community members. The GRF Board will continue to care for and improve our infrastructure, amenities and be fiscally prudent. We will continue to work to improve communication to the community.

We begin the new term with a new GRF President who will be elected this afternoon, and a new Executive Director, Jessica Sedgwick, who will be at the helm on June 22. Jessica has the leadership, vision, and experience to keep LWSB the best place to live and lead us into the future.

The future offers many opportunities for this wonderful community to continue to thrive.

On a personal note,

I am indebted to the Board members, GRF Staff and community members for your support, patience, and encouragement during this challenging year.

Tia, thank you for your support and encouragement this year as we learned together how to handle legal issues, create Board agendas and Executive Session packets, and gather all the required documentation. It was challenging, but we survived.

Jodi Hopkins and Ripa Barua, thank you for your exceptional support in coordinating the GRF Elections this year. Extraordinary teamwork.

These past seven months I had the good fortune to work with Mark Weaver, Carolyn Miller, Jodi Hopkins, and LeAnn Dillman on the Management Team leading our community while we searched for a new Executive Director. I thank them for showing up, stepping up and embracing this challenge. I am grateful for the encouragement they gave each other and to me. I am indebted to them for the grace and patience they showed me. It has been a privilege to have partnered with this “dream team” the few past months.

Thank you all. It has been an honor to serve as your GRF President.

## **Annual Report from the Communication/IT Committee 2021-2022**

The Golden Rain Foundation Communications Department accomplished the following during our 2021-2022 term:

1. The News Department: Ended 2021 with the largest positive budget variance in more than five years, despite the ramifications of a pandemic and rising inflation. As of Dec. 31, the budget variance was \$241,197 in the black. As of today, the department budget variance remains positive.
2. LW Weekly: An 8-person advertising, editorial and production staff produced 52 weekly newspapers ranging in size from 24 to 32 pages, each issue customized to its LW readership.
3. Special Packages: The LW Weekly provided special coverage issues, including packages on LW's 60th Anniversary (a 3-part series based on GRF Director William Thompson's comprehensive Wikipedia history of LW); Black History Month, Remembering Sept. 11 (art/story by GRF Director Donna Gambol), Senior Resource Focus, LW Centenarians, Mother's Day, the GRF Aquatic Facility Opening and Volunteerism in LW.
4. 2022 Calendar: Total redesign of 2022 calendar in terms of practical use and aesthetics along with better production quality and workflow. The larger glossy 2022 calendar was delivered to every LW household.
5. 2022 Community Guide: Reconfigured and delivered the 2021 Community Guide and Telephone Directory to every household. It came in under budget and made \$40,000 for the GRF.
6. 2022 Minibus Guide: Updated and delivered the 2022 Minibus Guide to every resident at a cost below budget. The print run was sufficient to supply Transportation's Minibuses and Stock Transfer's new-member packets for a year.
7. Amphitheater/Movie Sponsorships: Sold nearly \$20,000 in 2021 Amphitheater/movie sponsorships but then GRF cancelled a majority of those events due to COVID-related concerns. The News Department ended up with \$6,545 in concert sales and \$1,995 in movie sponsorships.
8. LW Weekly Resize/Print Savings: Resized the LW Weekly in November to accommodate specifications required by the new printer, who has proved to be a reliable and cost-effective partner in times of paper supply shortages and other industry instability. The resizing entailed reconfiguring all display ad sizes, section headers and other editorial components of the paper. This was a big behind-the-scenes job that staff handled efficiently and with no interruption to daily operations. Printing costs remain well within budget due to the move.
9. LWWeekly.com: The interactive online version of the paper was introduced in summer 2021 with tutorials to help residents take advantage of such helpful features as large print, and audio and translated editions. The LW Weekly is also available at lwsb.com.
10. LW Live Email Notifications: Between Jan. 1 and May 18, 489,282 LW Live emails were sent to 6,298 residents and their family members in 28 campaigns. Email topics included vaccination clinic and mask mandate clarifications, GRF recreation events, GRF office closure notifications and pool construction updates.
11. Advertisement Payment Procedures: The department moved from a less efficient credit card processor to Square, a mobile payment company that provides an easier, simpler way to process credit cards.
12. Staff Accessibility Amid Pandemic: Despite a year fraught with advertising slowdowns and staff shortages due to the pandemic, the News Office has been fully available to residents. Editors,

classified and display advertising reps, and the production team were just a phone call (or door knock) away to serve residents. Pending and New Projects

13. Staff Training—Communications Specialist needs training from the IT department on how to update the website. One of the most important components of that job is to monitor the GRF website to make sure information is current and correct.

14. Trust Space Business Development: To consider establishing a sponsorship program for public art at such spaces as the Administration bus hub and ad space on in public places. Discussion topics include the creation of an artwall and ad space on benches and bench dividers; goals need to be defined for this intra-department undertaking.

15. Template Design for GRF Digital Screens—Look at a streamlined solution in a Canva product offering as a collaboration between News and IT; <https://www.canva.com/features/>.

This has been achieved under the leadership of Ruth Osborn, our Managing Editor. These are her outstanding staff members in alphabetical order because they are all in the number one spot:

Debbie Kim, Katya Lukina, Laurie Bullock, Malena Avila, Patty Marsters, Stephen Bannon and Sylvia King.

The Information Technology Service department had an equally busy year but their work is accomplished behind the scenes. Mr. Marcelo Mario joined GRF as ITS Manager and has been busy from day one. He and his department (Andrew Delaney and Seth Iskenderian) have been working to get the new gate access system up and running for the Security Department. Additionally, he has reviewed all GRF systems hard and software to determine what needs to be done to make us a safer and more efficient business. The new GRF Leisure World website has involved a great deal of staff to ensure the content and usefulness of the new site will increase its appeal to our community. They are facing an exciting 2022-2023 term with new challenges which are often unexpected

It was my honor to chair this committee and I would like to thank those members who provided perspective and support to our work (also in alphabetical order for above mentioned reason: Carol Levine, Donna Gambol, Janet Isom, Larry Slutsky, Lucy Ableser, Sandy Gefner and William Thompson.

Any content or typographical errors are solely the responsibility of this author.

Presented: June 14, 2022 by Paula Snowden, Committee Chair



**Annual Report from the Cable TV Internet Ad Hoc Committee**  
2021-2022

Chair: Nick Massetti

In late 2020 the Mutual Boards approved a motion allowing GRF to represent their interests in a process to collect and report to them information related to potential new cable TV arrangements. Thereafter the GRF Board chartered the Cable TV Ad Hoc Committee on Jan 24, 2022

The Committee had a four-month plan to collect related information and to summarize it for the Mutuals. That plan deadline was met by presenting on May 20, 2022 a report summarizing the proposals made by five potential providers. One proposal stood out, the one from Interact Solutions.

The Committee ended its work and handed the results and the task over to a team of Mutual Directors and others to oversee the implementation of the Interact Solutions proposal.

I congratulate the Committee members for a job well done and done on time. The members were Lee Melody, Larry Slutsky, Carol Levine, and Paula Snowden.

## **Annual Report from the Mutual Administration Committee**

### **2021-2022**

Chair: Phil Mandeville

The Mutual Administration Committee, unquestionably the most exciting of the GRF committees, oversees the operations of the GRF Mutual Administration Department and the GRF Service Maintenance Department in as much as this focus much of their effort on service to the mutuals.

Firstly, a huge thank you to the committee members who brought their knowledge of the Davis-Stirling civil code and their unceasing efforts and time on ensuring not only compliance but great service to the mutuals as well. They are Vice Chair Nick Massetti (M17), Marsha Gerber (M6), Sandy Geffner (M3), Carole Levine(M10), Larry Slutsky(M8) and Carole Domaci (M12).

Secondly, a heartfelt thank you to the related GRF Department Heads and their very capable and talented staffs for doing a fabulous job of delivering the many types of services the mutuals have now come to expect. The GRF staff continues to go well above and beyond and are dedicated to service to the community.

Among the notable achievements of the 2021 – 2022 term are these:

An additional full-time employee was added to split time between Stock Transfer and Mutual Administration in order to improve their respective service deliveries.

The 2022 annual budgets for the Stock Transfer Office were reviewed and tuned to help them process more Escrow closings more easily.

The 2022 annual budget for the Service Maintenance Department was reviewed and attention was paid to finishing open work requests in a timely manner.

The Committee oversaw the update of a Property and Liability Insurance Information Booklet, as well as the forms and information related to pets within the community, and the Coroner Information Flyer used by the Security Department to ensure safe transfer of mutual properties. It also oversaw the update of the Planning Ahead for My Family booklet.

Finally, it oversaw the reincarnation of the Annual Life Options Expo which will take place July 29, 2022

## **Physical Properties Committee Report**

### **2021-2022**

Let's start with a list of the 2021/22 projects:

Replacement of handrails at admin building.

Electric meter at turtle lake.

Repair, slurry, and restriping at the admin, Bldg. 5 and Ch6 parking lots.

Concrete the Ch 1 parking lot.

Concrete updates at the Bucco Ball courts.

Upgrade and replace the Service Maintenance gate.

Improvements to the RV Lot main entrance.

Ch 2: Replace carpet in lobby, paint clubhouse, replace lighting in lobby and main area and replace gable end windows.

Recommend that all updates to clubhouses must include automatic door openers.

Updated the quality checklists.

Update and enlarge the wood shop in Ch1, consolidating both wood shops into one and updated the Ch 1 pool room at the same time.

Received approval for 7 charging stations outside the St. Andrews gate.

Storm Drain screen project.

Replaced the 4 restroom doors at Ch 6 with easy access ADA doors.

Cleared out the 1.8 area.

Re-established the Display Room at the copy center.

Addressed the drainage concerns at St. Andrews and Northwood.

Added electric outlets at the 1.8.

Trash contract.

Repaired air conditioners upstairs at Ch 6.

2.5-million-dollar Trust Street contract.

I would like to thank the committee. Vice-Chair Lee Melody, Tony Dodero, Phil Friedman, Marsha Gerber, Leah Perrotti, Paul Pratt, and Paula Snowden.

I would also like to thank the staff. Mark Weaver, Kevin Black, Aaron Hensley and most of all Deanna Jaksic for keeping the committee inline.

A special thanks to Leah Perrotti for working so closely with me to streamline the process of projects that needed to go through both our committees.

I would like to end by thanking Susan Hopewell for her guidance this year. And also thanking her for all the extra work she needed to do that wasn't in her JD.

Respectfully submitted,  
Carole Damoci

**Annual Report from the Management Agreement Ad Hoc Committee**  
2021-2022

This Ad Hoc was tasked with updating the List of Services for the new MA. The committee was comprised of 5 GRF Directors, 5 Mutual Presidents and 1 Resident Specialist. All other Mutual Presidents, CFO's and Directors were invited to fully participate in the meetings.

I would like to thank Presidents: Rich Carson, Jeri Dolch, Jackie Dunagan, Mike Levitt, and Lee Melody. GRF Directors: Phil Friedman, Marsha Gerber, Paul Pratt, and Paula Snowden. RS Kathy Rapp. Kathy started this project years ago and without her hard work it could never have been finished. President Hopewell also attended every meeting, and her input was greatly appreciated.

Without us all working so closely together this project could never have been completed as seamlessly as it was. The new MA will replace one 60 years old. Without the teamwork of all involved we would not be where we are today. I hope this new MA will be approved by the Mutuals and signed in August.

Respectfully submitted,  
Carole Damoci

**Annual Report from the Governing Documents Ad Hoc Committee**  
2021-2022

This Ad Hoc has had very little to do this year as most committees have taken over their own policies. But we've just updated 5 policies needed for the start of the new term and have also started to look over the GRF Bylaws. The Bylaws are 60 years old and haven't had any changes to them. The laws have changed greatly over the last 20 years or so and have made depending on the Bylaws almost impossible. This is a project needed to be completed in the new term.

I would like to thank William Thompson and Paula Snowden for serving on this committee. This much attention to detail isn't for everyone but seems to be second nature to these two.

Respectfully submitted,  
Carole Damoci

## **Annual Report from the Architectural Design & Review Committee**

### **2021-2022**

ADRC has been unusually busy this year. Instead of meeting just 4 times a year, we met 8 times. After reviewing our charter and adding "Farm must follow Function" we applied that axiom to the following items that were sent to us by the recreation and physical properties committees:

- o Selecting locations for the December Holiday decorations
- o Selecting murals for the walls in the upgraded rooms
- o Selecting lighting fixtures
- o Selecting from flooring samples for CH 1
- o Selecting paint and carpet for CH 2
- o Selecting a logo for the RV Lot
- o Approved the LW Fitness logo
- o Approved a bulletin board for the Needle Crafts Room
- o Approved two pieces of wall art for the aquatic center
- o Selected chairs, tables, umbrellas and lounges for the aquatic center
- o Approved floor selections for the rooms at the aquatic Center
- o Approved replanting the area outside of CH 4 parking, following the color scheme from St. Andrews
- o Approved buying 2 2' sections of faux ivy for the channel fence and putting one on the north side and one on the south side to see what effect the weather and sun have on them.
- o Selected a clock for the aquatic center
- o Looked at the overgrown planting at the globe and asked our gardener for suggestions.
- o Approve color scheme for the upgraded woodshop in CH 1
- o Approved drought resistant plants & rocks instead of grass for the aquatic center

The committee Also prioritized the following projects that were brought to the committee for next year in the following order:

1. Approve plans for planting at the globe
2. Approve plans for planting at the library
3. Find the ideal shape & location for the pool shade in the aquatic center
4. Add to the approved plant list
5. Approve plants for CH I after construction is completed
6. Determine what goes into the center of what used to be a fireplace in CH 3
7. Find appropriate locations for artwork in LW
8. Get cost from J & J for aquatic center landscape
9. Review wall by RV lot

I want to thank all the members of my committee Lucy. Ableser, Donna Gambol, Janet Isom, Leah Perrotti, and Tony Dodero for all their support and hard work. I want to give a special thanks to the supportive Staff; Mark Weaver, Kevin Black, Kathy Thayer, and Deanna Jaksic who took over from Corina Mancilla. I learned so much from all of you. Our community is lucky to have you.