



## ADMINISTRATION COMMITTEE

### SUMMARY REPORT Wednesday, March 13, 2024 10:00 a.m.

Action/Request	Person Resp.	Cmte. Referral	F C	B O D	Comments
<p><b><u>FINANCE REVIEW: Acceptance of Monthly Financial Statements of Accounts</u></b>            To accept for audit and forward to the Golden Rain Foundation Board the interim financials as presented by the Executive Manager and reviewed by the Administration Committee for the month ending January 31, 2024. These show a monthly income of \$354,541.25 and a year-to-date income of \$354,541.25. The reserves are funded through January 31, 2024. As of January 31, 2024, the operating fund has a balance of \$597,667.00 (which represents 29% of monthly budgeted operating expenses). The capital fund has a balance of \$1,786,051.82, and the reserve fund has a balance of \$11,813,083.47.</p>				X	
<p><b><u>FINANCE REVIEW: Reserve Funds Investment Purchase</u></b>            To recommend the GRF Board authorize the purchase of brokered CDs through US Bank Corp for \$2,262,184 with terms ranging from three (3) to thirty-six (36) months at the prevailing interest rates at the time of purchase and at the discretion of the financial advisor.</p>				X	
<p><b><u>GOVERNING DOCUMENTS: Amend 13-5093-1, Authorized Resident Rules of Conduct</u></b>            To tentatively amend 13-5093-1, Authorized Resident Rules of Conduct, Rules, and return the rule to the Board's April 23, 2024, meeting to be considered for final ratification after the Members' 28-day comment period.</p>				X	
<p><b><u>GOVERNING DOCUMENTS: Amend 13-5093-3, Code of Conduct Enforcement Procedure</u></b>            To tentatively amend 13-5093-3, Code of Conduct Enforcement Procedure, changing language in Section 1, and return the rule to the Board's April 23, 2024, meeting to be considered for final ratification after the Members' 28-day comment period.</p>				X	

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<p><b><u>GOVERNING DOCUMENTS: Amend 13-5092-1, Code of Ethics</u></b>            To amend 13-5092-1, Code of Ethics, modifying language throughout and adding two changes to the red-line document presented: changes in line three (3) (changing “our” to “their”) and line thirty-eight (38) (adding “persistently” to the beginning of the sentence).</p>				X	
<p><b><u>GOVERNING DOCUMENTS: Emergency Item: Amend 10-2000-2, Consolidated Fee Schedule</u></b>            To tentatively amend 10-2000-2, adding fees for leasing garden plots, and return the motion to the Board’s April 23 meeting for ratification after a 28-day comment period.</p>				X	
<p><b><u>GOVERNING DOCUMENTS: Emergency Item: Adopt 10-1001-5, Rule Numbering Protocol</u></b>            To adopt 10-1001-5, Rule Numbering Protocol.</p>				X	
<p><b><u>GOVERNING DOCUMENTS: Emergency Item: Review 10-1000-3, Administration Committee Charter</u></b>            There was a general consensus to review 10-1000-3, Administration Committee Charter, during a work study.</p>	Recording Secretary				
<p><b><u>MONTHLY BOARD AGENDA ITEMS: Proposed Reserve Expenditures – Radar Speed Signs</u></b>            Operations Committee Chair Massetti confirmed the Board Action Request for Radar Speed Signs is correct.</p>				X	
<p><b><u>MONTHLY BOARD AGENDA ITEMS: Proposed Reserve Expenditures – Site Survey to Design and Replace Security Camera System</u></b>            Operations Committee Chair Gambol confirmed the Board Action Request for Site Survey to Design and Replace Security Camera System is correct.</p>				X	
<p><b><u>MONTHLY BOARD AGENDA ITEMS: Proposed Reserve Expenditures – Network Switch Replacements</u></b>            Operations Committee Chair Gambol confirmed the Board Action Request for Network Switch Replacements is correct.</p>				X	
<p><b><u>MONTHLY BOARD AGENDA ITEMS: Proposed Operations Expenditures – Edge Communications Proposal</u></b>            Operations Committee Chair Gambol confirmed the Board Action Request for Edge Communications Proposal is correct.</p>				X	

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<b>FUTURE AGENDA ITEMS:</b>					
<ul style="list-style-type: none"> <li>a. Review 10-1000-3, Administration Committee Charter</li> <li>b. 13-5028-3, GRF Director's Handbook</li> <li>c. Social Media Policy</li> </ul>					Recording Secretary