A G E N D A

REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVENTEEN
December 6, 2016
1:30 p.m.

1. CALL TO ORDER/*PLEDGE OF ALLEGIANCE*

2. ROLL CALL

3. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, GUEST(S):
   Mr. Moore, GRF Representative
   Ms. Hopkins, Mutual Administration Director
   Mr. Salazar, Building Inspector
   Ms. Day, Recording Secretary

4. APPROVAL OF MINUTES: **Board Meeting of November 1, 2016**

5. BUILDING INSPECTOR REPORT **(Page 2)**   Mr. Salazar
   Permit Activity; Escrow Activity; Contracts & Projects; Shareholder
   and Mutual Requests

6. RESIDENT(S') COMMENTS (limited to 2 to 3 minutes per resident)

7. GRF REPRESENTATIVE   Mr. Moore

8. OLD BUSINESS

9. NEW BUSINESS
   a. Consolidation of Monthly minutes and Directors Reports
   b. Ratify phone poll on washing machine purchase
   c. Samsung washing machine recall
   d. 2017 Guest Passes – Board Resolution **(Pages 3-4)**

   ### STAFF SECRETARY BREAK TO BE DETERMINED BY PRESIDENT

10. DIRECTOR'S COMMENTS

11. MUTUAL ADMINISTRATION DIRECTOR   Ms. Hopkins

12. RESIDENT(S') COMMENTS (limited to 2 to 3 minutes per resident)

13. ADJOURNMENT

14. EXECUTIVE SESSION – if required (legal, member issues)

STAFF SECRETARY WILL LEAVE THE MEETING BY 4:10 p.m.

NEXT MEETING: JANUARY 3, 2017, 1:30 p.m., Admin. Bldg. Conf. Rm. A

cd: 11/30/16

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 17

INSPECTOR: Jay Salazar

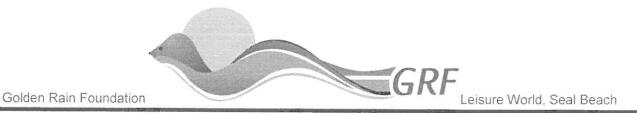**MUTUAL BOARD MEETING DATE:** November 1, 2016

Print Date: 12/1/2016

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
14A	Remodel	GRF	10/03/16	10/24/16	NO		Calterrapartners
115C	Window Installation	CITY	11/21/16	12/23/16	NO		Bergkvist

CONTRACTS

CONTRACTOR	PROJECT

Completed

MUTUAL & RESIDENT SITE VISITS

UNIT	PURPOSE
109B	Corridor Inspection

Golden Rain Foundation — GRF — Leisure World, Seal Beach

MUTUAL BOARD ACTION REQUEST

TO: MUTUAL BOARD OF DIRECTORS
FROM: RANDY ANKENY, EXECUTIVE DIRECTOR
SUBJECT: 2017 GUEST PASSES
DATE: NOVEMBER 1, 2016
CC: FILE

2017 is less than 55 days away and we are preparing to print the 2017 guest passes. In accordance with policy 5536.1-33, four (4) guest passes will be sent to each unit. These passes will clearly indicate the unit address that the passes were supplied to for tracking of responsible party and guest verification. Per policy, four (4) additional guest passes may be issued per stipulations on Policy 5536.1-33.

As the policy is clear that the Executive Director or Mutual Administration Director is authorized to provide the additional passes, I respectfully seek action from each Mutual as follows;

On or before December 16, 2016, please provide a Board resolution (attached) providing direction on your Board approval to issue up to four (4) guest passes, or a lesser amount, as stipulated by your Board.

Of note:
- Each additional guest pass sold will be tracked with a monthly report provided to the Boards, noting the pass numbers and Shareholder/Member Guest Pass was issued to.
- For clear transparency and community notification, I will run an article in the news the week of December 19th, on the Guest Pass policy and note by Mutual the number of additional Guest Passes allowed.

Board Resolution

In accordance with GRF Policy 5536.1-33, up to four (4) additional Guest Passes may be issued to a Shareholder/Member per Policy terms and conditions. The GRF Executive Director and Mutual Administration Director, as agents for the Mutual Board, does hereby seek approval to issue up to four (4) additional Guest Passes or a lesser number of Guest Passes, as duly approved by the Board.

I move to authorize the GRF Executive Director or Mutual Administration Director to issue _____ additional Guest Passes, in accordance with GRF Policy 5536.1-33. Each Guest Pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of Guest Passes issued noting the Shareholder/Member name as responsible party for the Guest.

Date Board Approved: _____, 2016

Signed: _____, Print Name: _____

Board President or Secretary