

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVENTEEN
April 4, 2017**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Seventeen was called to order by President Hayes at 1:30 p.m. on Tuesday, April 4, 2017, in the Administration Building Conference Room A, followed by the *Pledge of Allegiance*.

ROLL CALL

Present: President Hayes, Vice President Gassman, Directors Poe and Massetti, and Advisory Director Badzey

Absent: Secretary/Treasurer Schumacher

GRF Representative: Mr. Moore

Guest: No Mutual Seventeen residents were present

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Salazar, Building Inspector
Mrs. Aquino, Recording Secretary

INTRODUCTIONS

President Hayes welcomed the guests and staff members to the meeting.

MINUTES

President Hayes asked if there were any corrections to the March 7, 2017, Regular Meeting Minutes. A correction was not noted on the February 7, 2017, Regular Meeting Minutes, page 5: after adjournment there was no executive session. The minutes were approved as corrected.

INSPECTORS REPORT

Inspector Salazar presented his summary report to the Board (attached).

Following questions, Inspector Salazar left the meeting at 1:59 p.m.

RESIDENT(S)' COMMENTS

There were no Mutual Seventeen residents present.

GRF REPRESENTATIVE

Mr. Moore updated the Board on GRF activity (attached).

UNFINISHED BUSINESS

No unfinished business to discuss.

NEW BUSINESS

No new business to discuss.

(Secretary Aquino took a break from 2:05 p.m. to 2:20 p.m.)

PRESIDENT'S REPORT

President Hayes submitted his report (attached).

TREASURER'S REPORT

In Secretary/Treasurer Schumacher's absence, the Financial Recap is attached.

SECRETARY REPORT/CORRESPONDENCE

No correspondence was received.

PHYSICAL PROPERTY REPORT

President Hayes presented his report (attached).

LANDSCAPING REPORT

In Secretary/Treasurer Schumacher's absence, President Hayes presented her report (attached).

SOCIAL ACTIVITIES REPORT

Ms. Gassman presented her report (attached).

MUTUAL ADMINISTRATION DIRECTOR'S REPORT


Ms. Hopkins presented her report (attached).

RESIDENT'S COMMENTS

There were no Mutual Seventeen residents present.

ADJOURNMENT

There being no further business to conduct, President Hayes adjourned the meeting at 2:55 p.m. and announced that there would be an Executive Session following to discuss member issues.



Attest,
Peter Hayes, President
SEAL BEACH MUTUAL SEVENTEEN
ka:4/04/17
Attachments

NEXT MEETING: May 2, 2017, at 1:30 p.m.

**RESOLUTIONS OF THE REGULAR MONTHLY
MEETING OF APRIL 4, 2017**

04/04/17 NONE

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **17**

INSPECTOR: **Jay Salazar**

MUTUAL BOARD MEETING DATE: **April 4, 2017**

Print Date: **3/27/2017**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS
32C	Interior Renovation	CITY	02/10/17	03/20/17	NO		LW Décor
84C	Flooring Install	GRF	03/01/17	04/01/17	NO		Kary's Karpet

CONTRACTS

CONTRACTOR	PROJECT

Completed

MUTUAL & RESIDENT SITE VISITS

UNIT	PURPOSE
96A	Water Intrusion Inspection

RECAP OF GOLDEN RAIN FOUNDATION BOARD ACTIVITY OF MARCH 28, 2017

Appointed Golden Rain Foundation Director of Mutual Ten

MOVED and duly approved to appoint Ronde Winkler as the GRF Director for Mutual Ten, for the term ending 2018, to fill the vacancy created by the death of GRF Director for Mutual Ten Bruce Scheuermann and to serve as a member of the Architectural Design & Review, Publications and Security, Bus & Traffic Committees.

Approved Minutes

MOVED and duly approved to accept the minutes of the February 28, 2017 Golden Rain Foundation (GRF) Board of Directors (BOD) meeting and of the July 11, 2016 Special GRF BOD meeting, as presented.

Approved Integration of Publications and Information Technology Services (ITS) Committees

MOVED and duly approved to rescind Policy 5118-34, Information Technology Services (ITS) Committee, to amend Policy 5125-36, Publication Committee to integrate the ITS Committee for increased efficiency in responding strategically to community needs, effective June 2017, and to amend Policy 5020-30, Organization of the Board, to eliminate the listing of the Information Technology Services Committee as a Standing Committee, effective June 2017.

Approved Issuance of ID Cards

MOVED and duly approved the reissuance of ID cards, a non-budgeted expenditure of \$30,000.00, for the approval of supplies needed to take approximately 10,000 shareholder, co-occupant and renter photos in May 2017.

Approved Service Maintenance Wage Structure

MOVED and duly approved to approval of the non-budgeted expense of up to \$50,000.00, for the remainder of 2017, to bring wages into alignment with the revisions being made to the eight (8) Service Maintenance wage grade structures.

Rescinded Policies under the Purview of the Executive Committee

MOVED and duly approved to rescind Policies 5505-30, Staff Communications, 5053-30, Guarantor Agreement Form, 2004-30, Staff Communication, 5029-30, Conflict of Interest-Directors and Officers, 1510-30, Dissemination of Information, 5603-30, Executive Sessions, 5100-30 Committee Functions, 5601.01-30, Rules of Order-Motion to Table, 5030-30, Responsibilities, 2005-30, Litigation Statement, 5080-30, and Master Plan of Golden Rain Foundation due to obsolescence, redundancy or a matter of law.

Accepted February 2017 Financials Statements for Audit

MOVED and duly accepted the February 2017 Financial Statements for audit.

Accepted Audited 2016 Financial Statements and Excess Income Distribution

MOVED and duly approved to accept the final draft 2016 Golden Rain Foundation Financial Statements as of December 31, 2016, for the year then ended, and the proposed Independent Auditors' Report as submitted by NSBN LLP, hereby accepting the above mentioned Financial Statements and reports therein (Exhibit A), reflecting excess income of \$325,451. Further move that, in addition to the transfer of operating funds to Replacement Reserve Fund of \$298,745, authorized by the Board at its regular board meeting held on October 25, 2016, the remaining

excess income of \$26,706 is to be allocated to the Replacement Reserve Fund pursuant to Policy 5528-31 – Refund of Excess Income.

Approved Reserve Study Company

MOVED and duly approved to accept the proposal from Association Reserves, Inc., for budget years 2018, 2019 and 2020, and to authorize the President to sign the contract.

Amended Policy 5061-31, Fees

MOVED and duly approved to amend Policy 5061-33, Fees, to reflect the changes consensually agreed on by Finance Committee members.

Amended Policy 5115-31, Finance Committee

MOVED and duly approved to amend Policy 5115-31, Finance Committee, to reflect the changes consensually agreed on by Finance Committee members.

Adopted Policies under the Purview of the Information Technology Services (ITS) Committee

MOVED and duly approved to adopt Policies 5050-34, Digital Billboards, 5050.01-34, Request for Display on Digital Billboards, and 5051-34, Website Management.

Approved Contract - Addition of Railings and Stairs to Post Office

MOVED and duly approved award a contract to MJ Jurado, in an amount not to exceed \$9,200, Capital Funding, to remove the posts and chain around the post office, install stairs and a gate, and add ballards with hand rails and authorize the President to sign the contract.

Rescinded Policies under the Purview of the Recreation Committee

MOVED and duly approved to rescind Policies 5561-50, Recreation Program and 1411.3-50, Maximum Room Capacities.

Amended Policies under the Purview of the Recreation Committee

MOVED and duly approved to amend Policies 1405-50, Literature – Community Facilities; 1471-50, Display of Trophies and Plaques; and 1511-50, Dissemination of Information, to reflect the changes consensually agreed on by Recreation Committee members.

Approved Upgrade of Existing Electrical System in Clubhouse Two

MOVED and duly approved the electrical upgrades for the installation of the new griddle at Clubhouse Two, in the amount not to exceed \$7,000, from the capital portion of the 2017 budget, and to award the contract to Schlick Services, Inc. and authorize the President to sign the contract.

The minutes of the Board meeting will be published in the *Golden Rain News* upon approval at the next Board meeting.

Mutual 17 Monthly Board Meeting, April 4th, 2017

President's Report

The vacation is over and it's now back to business. Thank you to the other Directors for taking care of things during my absence.

Might as well start with another episode of one of my ongoing complaints. If you put an "Out of Order" sign on a laundry machine, put a note on it saying what the problem is, or call a director and tell them. We just don't seem to be able to get any cooperation from residents on this subject. There's a sign on a dryer in Bldg. 2 but no note and no call. Maybe it's time to do what some of the other Mutuals are doing, i.e. give some serious thought to contracting with an outside company to manage and maintain our laundry room machines. They would install their machines (coin operated of course) and perform all necessary maintenance for a flat fee per machine per month. Not only would it relieve the Board of the constant hassle of trying to keep the machines running, despite the lack of cooperation from many residents and just plain abuse by many others, but it would be much fairer, cost-wise. The more laundry you do the more you pay. What's wrong with that?

We have had quite a few units change hands recently and as a result will be seeing some new faces around the Mutual. Vicky Baxter has moved into Building 2 and Reggie and Ruby Johnson have moved into Building 3. Patricia Adams and Ellen Lisnek have purchased units in Building 3 and will be moving in later this month. Please give our new neighbors a friendly greeting when you meet them and congratulate them for choosing the best Mutual in which to reside.

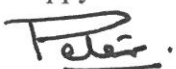
Another reminder. Pets are not allowed to walk on the carpeted common areas of the Mutual buildings. They must be carried by the owner or be in some type of pet carrier. Also, pets which are not properly registered to a Leisure World resident are not allowed anywhere inside Leisure World. And pets must be re-registered at the Stock Transfer Office each year. We have quite a few which are not in compliance with this rule.

Talking about registering at Stock Transfer, don't forget that caregivers, even if a family member, must be registered every 6 months, must have a badge with their photo on it and must wear it at all times when in the Mutual.

While we are on the subject of I.D.'s, I understand that we will all be getting new I.D. cards sometime in May. Not a bad idea actually. My card is from 1998 and doesn't look much like me anymore. Hard to believe I actually had dark hair once. Watch the L.W. Weekly for information about this program.

Don't forget that Annual Meeting and election time is coming up. June 27th is our Annual Meeting date. The meeting starts at 10:00 a.m., but you are encouraged to come early to have coffee and goodies and socialize with your fellow residents. This year we will be electing 2 Mutual Board members as well as our Golden Rain Board representative. If you are interested in running for one of the Board vacancies you must sign an Application for Candidacy at the Stock Transfer Office before April 28th. A resume may be attached but is not necessary. Applications for becoming a candidate for the G.R.F. Board, accompanied by a resume of not more than 300 words, must be filed with the Stock Transfer Office before Friday, April 7th, 2017.

Happy Easter to everyone



Peter Hayes, President

VICE PRESIDENT'S REPORT

April, 2017

Carpet Cleaners are not allowed to park their vehicles in the emergency lane. If you see one doing so, please notify security.

Just a reminder, visitors are not allowed to bring dogs into Leisure World. Also, please remember to carry your dog when in hallways and elevators.

Elevator pads are required when moving in and moving out. Please notify your building captain prior to your move.

Thanks for registering your caregivers!!!

P.O. Box 2069
 Seal Beach CA 90740

Feb Actual	Feb Budget		2017 Y-T-D Actual	2017 Y-T-D Budget
36,011	36,011	Carrying Charges	72,022	72,022
6,199	6,198	Reserve Funding	12,398	12,396
42,210	42,209	Total Regular Assessments	84,420	84,418
1,524	1,668	Financial Income	3,073	3,336
546	83	Other Income	551	166
2,070	1,751	Total Other Income	3,624	3,502
44,280	43,960	Total Mutual Income	88,044	87,920
18,231	18,231	GRF Trust Maintenance Fee	36,462	36,462
5,121	5,845	Utilities	8,008	11,690
567	821	Professional Fees	1,134	1,642
11,651	10,328	Outside Services	18,454	20,656
2,970	2,539	Taxes & Insurance	5,939	5,078
6,199	6,198	Contributions to Reserves	12,398	12,396
44,738	43,962	Total Expenses Before Off-Budget	82,397	87,924
(458)	(2)	Excess Inc/(Exp) Before Off-Budget	5,647	(4)
(458)	(2)	Excess Inc/(Exp) After Off-Budget	5,647	(4)
		Restricted Reserves		
958	0	Painting Reserve	191,134	0
2,248	0	Roofing Reserve	223,421	0
839	0	Emergency Reserve Equity	769,801	0
2,153	0	Infrastructure Reserve	209,574	0
6,199	0	Total Restricted Reserves	1,393,930	0

Physical Property Report, April 4th, 2017

Our boiler maintenance contractor completed the semi-annual inspection of our hot water boiler systems recently and replaced all the water filters. While all boilers are operating quite well at this time they recommended some preventive maintenance measures which we should be considering in order to keep them running smoothly and economically. According to the reserve studies which Association Reserves LLC performed for us in 2013 and 2016, this type of boiler installation, including the attendant storage tanks, have a projected useful life of 10 years. Since they are already over 14 years old it is to be expected that they will need some serious attention in the not too distant future. I will be meeting with representatives from our maintenance contractor later this month to formulate a plan for performing the necessary work, which may require shutting down the systems for up to 8 hours in some cases. Advance notice will be given to all affected residents at the appropriate time.

David Harris cleaned the air filters of all 9 common area air conditioning/heating units on the roof a couple of weeks ago. He also sprayed all 26 of the street light bases with some anti-corrosion treatment, since a few were beginning to show signs of rusting under the metal covers.

David and I changed 3 corridor ceiling light diffuser panels recently. Apparently someone had been carrying or moving something tall on the third floor of Building 2 and hit 2 of the light panels, one of which shattered and was left strewn on the hallway floor. The other one was broken but stayed in the fixture.

Mr. Massetti has installed sections of corrugated piping material over some of the drain lines in the garages to prevent the condensation from dripping onto the cars parked under them. If you know of any locations where that is still happening let Mr. Massetti know and he will take care of them.

Replacement of burned out fluorescent lamps is an ongoing project that David Harris has been performing consistently. We have a lot of light fixtures in the buildings (one of these days I am going to count them) and it is amazing how many tubes we replace in a month. We changed 8 tubes in the garage areas just this morning. I believe there are LED tubes available now which last much longer, but I understand they are quite expensive. I will look into the possibility of switching to that type to determine if they may be cost effective.

The contractor is in the process of replacing the balcony gutter of Unit 127C. When David was painting the balcony a few weeks ago he noticed that portions of the bottom of the gutter were completely rusted through.

Peter.

LANDSCAPE REPORT

APRIL 4, 2017

Regine Schumacher

BrightView, our landscape service, re-seeded the lawns again, since some of the seeds had been washed away during the heavy rains we had in February.

One of our elms lost a branch and it was removed by BrightView. This is the third branch that had broken off this particular tree since 2015, and we will meet with BrightView's arborist to do an evaluation on our trees.

Eight flats of petunias were planted in order to give the premises more color, and they look particularly beautiful around the Regency Terrace sign. Also, the azaleas had spectacular blooms in front of Building 2 and the clivian are starting to bloom in front of each building.

SOCIAL CHAIR - CATHY GASSMAN

April, 2017

No condolence cards sent.

Our annual picnic is scheduled for Sunday, August 13th.

Our Holiday Party is scheduled for Saturday, December 16th.

Save the dates!!!

Important Information

Below is important information for all Leisure World members!

- WHAT:** Mandatory new ID cards for Seal Beach Leisure World residents.
- WHY:** Current ID has a Leisure World logo that we are no longer authorized to use.
- WHO:** All Seal Beach Leisure World residents (members, co-occupants and renters).
- WHEN:** Mandatory new IDs will be issued according to the schedule below.
IMPORTANT: Bring your old ID with you – you will be required to turn it in.

Date	Mutual	Time
Monday, May 8	2, 10, 16 and 17	8 a.m. to 1 p.m. each day
Tuesday, May 9	3, 4 and 5	
Wednesday, May 10	1 and 15	
Thursday, May 11	8, 9, 11 and 14	
Friday, May 12	6, 7 and 12	
Saturday, May 13	Make up for all Mutuals	

Please Note: If you are out of town this week, please go to the Stock Transfer Office upon your return to have your new ID badge issued. If you are physically unable to come to CH6 during this time do not worry. GRF staff will contact you later in May or June to schedule a visit to your home to take your picture and issue your new ID badge.

- WHERE:** Clubhouse 6 - Additional bus service will be available this week to assist residents in getting to CH6 and home again.

The LW Weekly Newspaper will have more information and reminders about this event over the next few weeks.

Effective May 14, 2017 your current ID will be deactivated and will no longer be accepted at the Administration Building, clubhouses, gym, golf course, library, swimming pool and entrance gates.

Mutual Administration Director's Report

April 2017

Leisure World Library

The Leisure World Library is located next to the North Gate.

Open Monday through Saturday from 9:30 a.m. to 3:30 p.m.

Telephone number is 562-598-2431.

In 1995, Orange County declared bankruptcy and decided to close public branches of libraries. At that time, Seal Beach had three branches, including the Leisure World branch. When hearing that the Leisure World branch would be closed, the residents came together and decided to purchase the branch and convert it into a private library for resident use.

The Leisure World Library has an average of 300 residents who visit every day, which is roughly 6,000 people a month. The Library has over 36,000 titles and 8 patron computers. It has a staff of nine and over a dozen volunteers to run the daily operation.

The Leisure World Library's collection consists of fiction, non-fiction, audio books, magazines, newspapers, DMV study guides, braille, large print, music, DVDs and Blu-rays.

On-line access can be achieved at www.lwsb.com, click on Library under Directory, and then click on Online-Catalog.

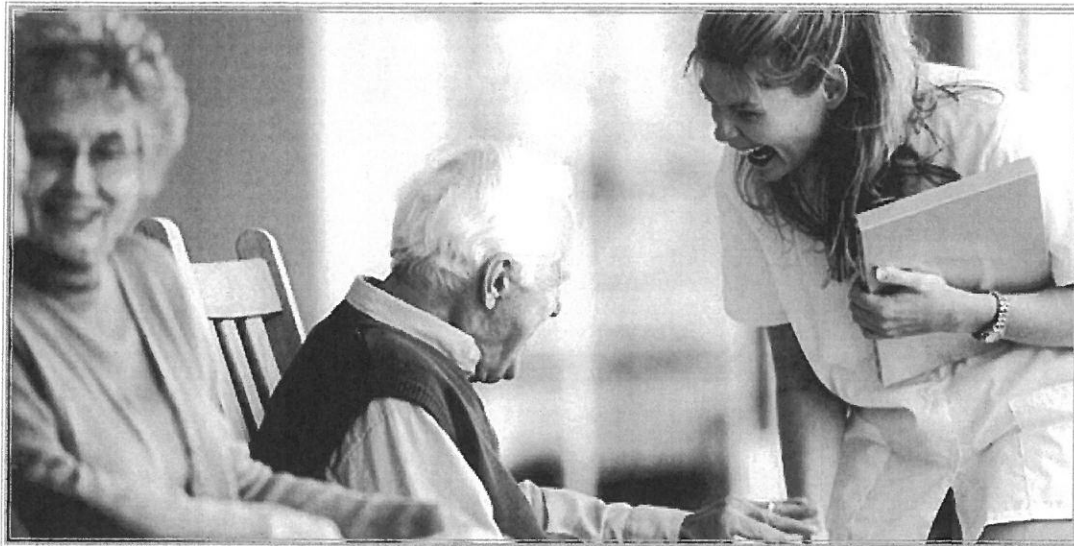
The due date for new books is 1 week/no renewal, regular books is 3 weeks/1 renewal, new media is 3 days/no renewal, and regular media is 1 week/1 renewal.

Services include the use of patron computers Monday through Saturday from 9:30 a.m. to 3:00 p.m., copy machine with a charge of \$.10 per copy, and fax machine (sending and receiving) with various fees. The copy machine and fax machine hours are Monday through Saturday from 9:30 a.m. to 3:15 p.m.

The Friends of the Library is located directly across from the Library. Hours are Monday through Saturday from 9:30 a.m. to 3:30 p.m. Their telephone number is 562-596-7735.

The Friends of the Library is a non-profit organization. All donations are tax deductible and the proceeds benefit the Leisure World Library. They invite all shareholders to come down and check out their used book selection.

Live *Your* Life On *Your* Terms



Come find opportunities to enhance your quality of life at
The Life Options Expo

Presented by
The Golden Rain Foundation, Leisure World, Seal Beach

Saturday, July 8, 2017
9:00 a.m. - 12:00 p.m.
Clubhouse 2

The community-based expo will provide residents of Leisure World, Seal Beach, with an opportunity to learn about options that are available to enhance your quality of life. Come meet and speak with participating businesses and agencies who operate Assisted Living Facilities, Board and Care Operators, Home Care Agencies, Placement Specialists, Elder Care Agencies, Long Term Planning and County Organizations.

For information about The Life Options Expo, please contact Cynthia Tostado, LCSW at 562-431-6586 x317.



“As we grow older, we must discipline ourselves to continue expanding, broadening, learning, keeping our minds active and open.” — Clint Eastwood