

**MINUTES OF THE REGULAR MONTHLY MEETING OF
THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVENTEEN
July 07, 2020**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Seventeen was called to order by President Gassman at 1:31 p.m. on Tuesday, July 7, 2020 via Zoom.

RESIDENTS' COMMENTS

No resident made comments.

ROLL CALL

Present: President Gassman, Vice President Hayes,
Treasurer Schumacher, (Absent) Secretary
Poe, and Director Moore

GRF Representative: Mr. Massetti

Guests: One Mutual Seventeen Residents

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Antisdell, Building Inspector
Ms. Givehand, Recording Secretary

MINUTES

RESOLVED the Regular Meeting Minutes of **June 2, 2020**
were approved by general consent and accepted as prepared.

The MOTION passed.

BUILDING INSPECTOR'S REPORT

Inspector Antisdell presented his report (attached).

Following questions, Mr. Antisdell left the meeting at 1:36 p.m.

GRF REPRESENTATIVE

Mr. Massetti presented the monthly GRF Report.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

Following a discussion and upon a MOTION duly made by Vice President Hayes and seconded by Treasurer Schumacher, it was

RESOLVED to acknowledge, that per the requirements of Civil Code Section 5500(a)-(f), a review has been completed of the mutual's reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year's budget, statements prepared by the financial institutions where the mutual has its operating and reserve accounts, an income and expense statement for the mutual's operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the months of June 2020.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by Vice President Hayes and seconded by Treasurer Schumacher, it was

RESOLVED to accept the 2019 GRF Excess income distribution of \$2,800.00, and to deposit the funds into the Emergency Reserves.

The MOTION passed.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes, it was

RESOLVED to approve the *2020 Annual Meeting, Physical Distancing Layout* waiver for the Mutual Seventeen Annual Election Meeting

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes, it was

RESOLVED to adopt Policy 7532.17 Smoking Regulations on a preliminary basis until the 28-day posting period has been completed. The policy will be ratified at the next scheduled meeting and take effect if the Board receives no comment and take effect after Mutual Board consideration of any comments received during the review period.

The MOTION passed.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes, it was

RESOLVED to amend Policy 7570.17 Sign Resolution on a preliminary basis until the 28-day posting period has been completed. The policy will be ratified at the next scheduled meeting and take effect if the Board receives no comment and take effect after Mutual Board consideration of any comments received during the review period.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes, it was

RESOLVED to approve the expenditure of \$600.00 each to have David Harris prepare and paint the balcony railings and storage closet doors of 10 or more units, the exact units to be determined on a priority basis depending on condition and availability. This price is based upon the railings and doors being in a reasonable state of repair. Additional work necessitates by the discovery of extensive deterioration beyond normal wear and tear (rusted out supports e.g.) will entail additional reimbursement on a case-by-case basis upon approval by the President or his/her designee.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Treasurer Schumacher it was

RESOLVED to deny the Wash Multifamily Laundry Systems, LLC proposal.

The MOTION passed unanimously.

Following a discussion and upon a MOTION duly made by President Gassman and seconded by Vice President Hayes, it was

RESOLVED to approve cancelling the August 04, 2020 Monthly Board of Directors meeting due to the proximity of the Annual Shareholders Meeting.

The MOTION passed with (2) "YES" and (1) "Opposed" Hayes

PRESIDENT'S REPORT

President Gassman presented her report (attached).

VICE PRESIDENT'S REPORT

Vice President Hayes presented his report (attached).

SECRETARY / CORRESPONDENCE

no correspondence.

TREASURER'S REPORT

Treasurer Schumacher presented her report (attached)

MUTUAL ADMINISTRATION DIRECTOR

Mutual Administration Director Hopkins provided an update.

ANNOUNCEMENTS

Next Regular Board Meeting: Tuesday, September 1, 2020 at 1:30 p.m.,

COMMITTEE REPORTS

LANDSCAPE COMMITTEE

Treasurer Schumacher presented her report (attached)

SOCIAL COMMITTEE

President Gassman presented her report (attached).

EMERGENCY INFORMATION

Ms. Williams provided an update.

PHYSICAL PROPERTY COMMITTEE

Vice President Hayes presented his report (attached)

RESIDENTS' COMMENTS

Several residents made comments.

DIRECTORS' COMMENTS

No directors made comments.

ADJOURNMENT

There being no further business to conduct, President Gassman adjourned the meeting at 2:36 p.m.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on July 7, 2020 at 2:47 p.m., and took the following actions:

Following a discussion, and upon a MOTION made by Vice President Hayes and seconded by Treasurer Schumacher, it was

RESOLVED to approve the Executive Session Minutes of March 3, 2020 and Special Executive session minutes of April 3, 2020 as written.

The MOTION passed.

1. Legal Matters
 - a. No legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. 5 Delinquent letters were drafted.
 - b. 2 files were Closed
4. Disciplinary Hearings
 - a. No disciplinary hearings were discussed.

The Executive Session was adjourned at 3:23 p.m.



Attest, Norma Poe, Secretary
SEAL BEACH MUTUAL SEVENTEEN
kg 07/07/2020
Attachments

PRESIDENT'S REPORT
JULY, 2020

A COVID 19 death was reported in Leisure World. This death did not occur in Mutual 17. The lobby door handles and elevator buttons are disinfected daily. However, each person is responsible for his or her own safety. We must continue to be vigilant and practice the guidelines mandated by the Orange County Health Officer. Wear a mask, I also wear gloves, in laundry rooms, elevators, hallways, lobbies and all common areas. Additionally, The GRF mandates that the monthly minutes not be passed from unit to unit in hopes of not spreading the disease. The minutes will be posted in the laundry rooms.

A reminder that it is mosquito time. They breed in small amounts of water. When watering your balcony plants, make sure water does not accumulate in the dish below.

Ballots for the upcoming election will be mailed the end of this month. **It is very important that you vote.**

Reporting now as Social Chair – happy to say no condolence cards sent. Very doubtful that we will have the Annual picnic this year.

Stay well,
Cathy Gassman,
President, Mutual 17

Vice-President's Report July 7th, 2020

Things are percolating along fairly normally despite the unusual times we have been experiencing recently.

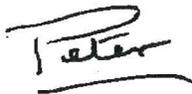
We seem to be getting a lot of pipe blockages that have required the attention of personnel from Service Maintenance during the last few weeks. Please be very careful what you put into the various drains in your unit. Nothing but human waste and toilet paper goes into the toilet. NOTHING. The toilet is not a trash container. If you use the garbage disposal in the kitchen sink....and we prefer that you don't....please make sure you don't put any of the items on the list of "no-no's" (attached) down it and make sure you run plenty of water during and after using it.

Another reminder. **It is against the law to feed any wild animals or birds in Seal Beach**, except that liquid hummingbird feeders are allowed. We are getting inundated with squirrels recently. They are as cute as can be but they could carry disease and they are usually looking to find where someone has been putting out food for them. Do not encourage them. They are beginning to get very aggressive.....one resident in Building 2 has had some large chunks of her balcony storage closet doors chewed out by them. (Probably getting their revenge because she didn't feed them!) David will put the repair of that damage on his "to-do" list.

Don't forget to wear a mask anytime you are in an area where you might encounter other people, and try to maintain the 6 foot social distancing requirement at all times as much as possible.

There was an interesting note in Building 2 laundry room last week. It said "doesn't work, makes a lot of noise"... or words to that effect. No name or unit number...as usual...but the interesting thing is it was on the middle of the folding table! Next time you hear the folding table make a lot of noise please let me know so that it can be taken care of right away.

"til next time.



Treasurer's Report

July 7, 2020

As of May 31, 2020, the Mutual year-to-date income was \$249,130 and the year-to-date expenses were \$241,838. So our year-to-date income exceeded our expenses by \$7,291.

Respectfully submitted,

Regine Schumacher

Physical Property Report July 7th, 2020

David Harris has been directing his efforts to the usual ongoing requirements of keeping the Mutual property up to good operational standards....changing light tubes, checking door locks, checking roof drains, etc.

David and I replaced all the hallway smoke alarms in Buildings 1 and 2 a couple of weeks ago so now all 3 buildings have 10-year tamper proof alarms in all the hallways. I mention tamper proof because we found 5 of the existing alarms in Building 2 were without batteries. Apparently someone decided it would be easier to "borrow" a battery from one of the Mutual alarms than to buy one for their unit. Either that or they decided to stop the annoying "low battery" beeping noise by just removing the battery!

We also took the emergency generator propane cylinders to Maintenance and had all 6 of them topped off.

If you use the laundry rooms after dark you may have noticed how much brighter it is these days. We recently changed all the fluorescent light tubes to the new LED type. Not only are they brighter, but they should last about 5 times as long as the old T8 tubes.

David repaired and repainted the balcony railings and storage closet doors on another balcony in Building 1 since the last meeting.

David also repaired one of the panic bar handles on the main entry door into the lobby of Building 1.

One of the projects that David has been busy pursuing recently involves touching up and repainting all those pesky little scratches and dings that constantly appear in the lobbies of all 3 buildings. He has completed Building 3 and will now move on to the other two buildings. It would be nice if residents would be more careful. The doors in the lobbies (including the elevator doors) are quite wide but it seems that they are not wide enough for some people if the amount of scuff marks on the door jambs is any indication.

That's all for now.

Peter

PROPER USE OF GARBAGE DISPOSAL

When using the garbage disposal do the following:

1. Turn on the cold water.
2. Turn on the disposal.
3. Feed the material into the disposal a little at a time.
4. When the grinding noise stops, turn off the disposal but let the water continue to run for about 30 seconds.
5. Turn the disposal on every few days, even though you are not putting it to normal use.
6. Use a mirror to locate the **RED** re-set button on the bottom surface of the unit. Press this button if the disposal does not operate when you turn it on.

If the disposal still does not work, call a plumbing contractor or GRF Maintenance.

DO NOT ATTEMPT TO GRIND THESE ITEMS:

Bones
Carrot peelings
Celery & rhubarb stalks
Coffee grounds
Corn cobs, husks, or silk
Egg shells
Onion skins
Pea pods
Potato peelings
Rice
Any fibrous materials (they tend to jam the disposal)

It is a good idea to periodically grind some ice cubes to sharpen the disposal blades, and to grind lemon, lime or orange rinds to deodorize the unit.

LANDSCAPE REPORT

July 7, 2020

J & J Landscape, our landscape service, removed a huge branch from a tree in front of Building 2. It was too close to the building and being so large it unbalanced the tree.

Several sprinklers and sprinkler heads had to be repaired, as well as a pipe.

We did our monthly walk-about with Jose of J & J and all was well. They have been doing a great job for us.

Respectfully submitted,

Regine Schumacher