

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVENTEEN
May 03, 2022
Meeting begins at 1:30 p.m.
Administration Building, Conference Room A
Zoom Video and Call Conference Meeting

TO ATTEND: The Shareholder will be provided with instructions on how to access the call via telephone or via video upon the Shareholder contacting GRF Mutual Administration at mutualsecretaries@lwsb.com or (562) 431-6586 ext. 313 and requesting the call-in or log-in information.

TO MAKE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder forum, the Shareholder must submit their name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, by no later than 3:00 p.m., on 05/02/2022, the business day before the date of the meeting. If you do not have access to an email, please call (562) 431-6586 ext. 313 and let us know that you wish to make a comment during the open shareholder forum.

1. CALL TO ORDER
2. RESIDENTS' COMMENTS (2-3 minutes per resident; agenda items only)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Mr. Massetti, GRF Representative
Mr. Rocha, Security Service Director
Mr. Harper, Building Inspector
Mr. Monroy, Portfolio Specialist
Ms. Duarte, Recording Secretary
5. APPROVAL OF MINUTES:
 - a. **Regular Meeting Minutes of April 5, 2022**
6. GUEST SPEAKER Mr. Rocha
 - a. Presentation on All Things Traffic
7. BUILDING INSPECTOR'S REPORT Mr. Harper

Permit Activity; Escrow Activity; Contracts & Projects; Resident and Mutual Requests (p.3)
8. GRF REPRESENTATIVE Mr. Massetti
9. **NEW BUSINESS**
 - a. Discuss and vote to approve Mutual Monthly Finances (p.4)
 - b. Discuss and vote to approve the painting and maintenance of another 10 balconies (p.5)
 - c. Discuss purchase and installation of picnic bench in M17
 - d. Discuss the pros and cons of using alternative of wet wipes (ex: Refresh foam)

STAFF BREAK BY 3:00 p.m.

- 10. PRESIDENT'S REPORT Ms. Gassman
- 11. VICE PRESIDENT'S REPORT Mr. Hayes
- 12. SECRETARY'S REPORT / CORRESPONDENCE Ms. Williams
- 13. TREASURER'S REPORT Mr. Goodner
- 14. PORTFOLIO SPECIALIST REPORT Mr. Monroy
- 15. ANNOUNCEMENTS

**ANNUAL SHAREHOLDER'S MEETING: Tuesday, June 28, 2022, 10:00 a.m.,
Location: Clubhouse 4**

**NEXT MONTHLY BOARD MEETING: Tuesday, July 5, 2022, at 1:30 p.m.
Location: Administration Building, Conference Room A, Zoom Video and Call
Conference Meeting**

- 16. COMMITTEE REPORTS
 - a. Landscape Committee
 - b. Social Committee
 - c. Emergency Information
 - d. Physical Property Committee
 - e. Architectural Committee
- 17. RESIDENTS' COMMENTS (2-3 minutes per resident)
- 18. ADJOURNMENT
- 19. EXECUTIVE SESSION
 - a. Legal Matters
 - b. Contracts
 - c. Assessments/Delinquencies
 - d. Disciplinary Hearings

STAFF WILL LEAVE THE MEETING BY 4:00 p.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL:	17					INSPECTOR:	Mark Harper
MUTUAL BOARD MEETING DATE:	May 3, 2022					Print Date:	4/25/2022

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	INSPECTION	CONTRACTOR / COMMENTS
16-B	FLOORING	GRF	03/30/22	04/30/22	NO	NONE	KARYS CARPET

Contract Services	Project Description	Expiration
J & J Landscaping	Landscape Maintenance	10/31/2022
Prostar Mechanical Services	Preventative Care for Boilers	9/1/2022
Innovative Cleaning Services		3/31/2022
HSG Window Cleaning Inc		12/31/2022-23
Fenn Pest & Termite		05/31/2023
Empire Pipe Sewer Cleaning		12/31/2022

Site Visits

Mutual Corporation No. Seventeen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE MUTUAL MONTHLY FINANCES (NEW BUSINESS, ITEM A)
DATE: MAY 03, 2022
CC: MUTUAL FILE

I move 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 month of March 2022.

Mutual Corporation No. Seventeen

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE THE PAINTING AND MAINTENANCE OF ANOTHER 10 BALCONIES (NEW BUSINESS, ITEM B)
DATE: MAY 03, 2022
CC: MUTUAL FILE

I move to approve the expenditure of \$600.00 each to have handyman prepare and paint the balcony railings and storage closet doors of 10 units 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. Funds to come from Structural Repairs.