

MINUTES OF THE REGULAR MEETING OF THE
BOARD OF DIRECTORS OF GOLDEN RAIN FOUNDATION OF LAGUNA WOODS
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION

December 3, 2013

The Regular Meeting of the Golden Rain Foundation of Laguna Woods Board of Directors, a California non-profit mutual benefit corporation, was held on Tuesday, December 3, 2013, at 9:30 A.M., at 24351 El Toro Road, Laguna Woods, California.

Directors Present: Larry Souza, Marv Rosenhaft, Pat Feeney, Ruth May, Maxine McIntosh, Linda Wilson, Heather Gerson, Margaret Klein, Carol Moore, Richard Palmer, Mary Stone

Directors Absent: None

Others Present: Jerry Storage, Patty Kurzet, Cris Robinson (10:30 A.M. – 11:37 A.M.); Pamela Bashline (11:50 A.M. - 12:08 P.M.)
Executive Session: Jerry Storage, Cris Robinson, Patty Kurzet, Blessilda Fernandez

CALL TO ORDER

President Larry Souza served as Chair of the meeting and stated that it was a regular meeting held pursuant to notice duly given and that a quorum was present. The meeting was called to order at 9:30 A.M.

PLEDGE OF ALLEGIANCE TO THE FLAG

Director Gerson led the membership in the Pledge of Allegiance to the Flag.

ACKNOWLEDGEMENT OF PRESS

A representative of the Laguna Woods Globe and the Channel 6 Camera Crew, by way of remote cameras, were acknowledged as present.

APPROVAL OF AGENDA

Without objection, the Board approved the agenda as written.

APPROVAL OF MINUTES

Without objection, the Board revised and approved the minutes of the Regular Meeting of November 5, 2013, and approved the minutes of the Organizational Meeting of November 13, 2013 as written.

MEMBER COMMENTS

- Pat English (928-A) spoke to GRF's Media Use Policy.
- Kathryn Freshley (5490-N) spoke to the Recreation Master Plan.
- Carol Skydell (3070-B) spoke to GRF issues not on the agenda.
- Dottie Fredericks (776-Q) commented on her Notice of Violation.
- Corky Eley (2402-2E) commented on the GRF Budget packet.
- Pamela Grundke (2214-B) commented on oversight and ongoing maintenance.

- Tony Dauer (96-C) commented on the renovation cost for Clubhouse 2 and other GRF improvement projects.
- Joan Brown (5587-A) commented on the Recreation Master Plan.
- Marty Rhodes (5369-2A) commented on disseminating information to the Community on the Recreation Master Plan.
- Bill Walsh (3162-C) commented on obtaining studies for Clubhouse 2 renovation.

The Directors briefly responded to Members' comments.

GENERAL MANAGER'S REPORT

Mr. Storage reported on the ongoing GRF projects within the Community.

CHAIR'S REPORT

President Souza welcomed the new Board members; commented on changing the format of the Member Comments portion of the agenda; commented on GRF's duties to the Corporation; and expressed his hope that the Board can work together to accomplish important Board business.

OLD BUSINESS

The Secretary of the Corporation, Director Linda Wilson, read a proposed resolution adopting revisions to the Facility Reservation Agreement which was postponed to satisfy the 30-day notification requirement. Director Wilson moved to approve the resolution. Director Gerson seconded the motion and discussion ensued.

By a vote of 9-0-1 (Director Palmer abstained), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-13-104

WHEREAS, the Golden Rain Foundation has established a Recreation Division Policy to streamline and reduce confusion regarding use of its facilities by residents; and

WHEREAS, residents wishing to use the GRF Facilities execute the "Facility Reservation Agreement" which currently indemnifies GRF; and

WHEREAS, in response to a number of Clubs and residents requesting a change regarding the requirements, the Board agrees to remove the indemnification language provision from the standard form of the GRF Reservation Agreement;

NOW THEREFORE BE IT RESOLVED, December 3, 2013, that the Board of Directors of this Corporation hereby adopts the revisions to its Facility Reservation Agreement (as attached to the minutes of this meeting) by deleting in its entirety the express indemnification language; providing that neither party would have an express obligation to indemnify the other; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

Mutual Fifty Board President Ryna Rothberg provided a status update on the Joint Task Force to Analyze the GRF Trust and Bylaws.

Ms. Cris Robinson entered the meeting at 10:30 A.M.

NEW BUSINESS

The Board discussed holding a disciplinary hearing in open session.

Ms. Robinson reported on a legal opinion that opined that should a member request a disciplinary hearing be held in open session, that it is up to the Board to decide on whether it wants to hold the hearing in open or closed session.

Director Moore moved to hold the hearing in open session. Director McIntosh seconded the motion and discussion ensued.

Members Kathryn Freshley (5490-N), Pat English (928-A), Tony Dauer (96-C), and Joan Milliman (969-3E) commented on the motion.

By a vote of 7-3-0 (Directors Klein, Moore, Stone, McIntosh, Palmer, May, and Wilson voted in favor), the motion carried.

Ms. Robinson reported that since counsel will not be available this month, the hearing will be held during the January open session meeting of the Board.

Director Stone moved to not re-establish the Government and Public Relations Committee. Director Moore seconded the motion and discussion ensued.

Members Kathryn Freshley (5490-N), Marty Rhodes (5369-2A), Ryna Rothberg (704), and Pat English (928-A) commented on the motion.

By a vote of 5-6-0 (Directors Klein, Moore, Stone, McIntosh, Palmer voted in favor; Directors May, Wilson, Feeney, Rosenhaft, Gerson voted in opposition; and President Souza voted in opposition to break the tie), the motion failed.

Director Wilson moved to re-establish the Government and Public Relations Committee. Director Gerson seconded the motion. By a vote of 6-5-0 (Directors May, Wilson, Feeney, Rosenhaft, Gerson voted in favor; Directors Klein, Moore, Stone, McIntosh, Palmer voted in opposition; and President Souza voted in favor to break the tie), the motion carried.

Without objection, the Board waived the reading of the proposed committee appointments. Director Wilson moved to approve the resolution. Director Gerson seconded the motion and discussion ensued.

By a vote of 7-3-0 (Directors McIntosh, Stone, and Moore opposed), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-13-105

RESOLVED, December 3, 2013, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

Business Planning

Larry Souza, Chair (GRF)
Heather Gerson, Vice Chair (GRF)
Pat Feeney (GRF)
Mike Straziuso (Third)
Hank Gioia (Third)
Pat English (United)
Jan LaBarge (United)
TBD (Mutual 50)

Community Activities

Ruth May, Chair (GRF)
Marv Rosenhaft, Vice Chair (GRF)
Mary Stone (GRF)
Beth Perak (Third)
Rosemarie di Lorenzo Dickins (Third)
Erna Ferris (United)
John Beckett (United)
Ryna Rothberg (Mutual 50)
Non-Voting Advisors: TBD

Energy Committee

Richard Palmer, Chair (GRF)
Carol Moore, Vice Chair (GRF)
Maxine McIntosh (GRF)
Bert Moldow (Third)
Judith Troutman (Third)
TBD (United)
TBD (United)
Ryna Rothberg (Mutual 50)
Non-Voting Advisors: Michele Stanton

Finance

Heather Gerson, Chair (GRF)
Pat Feeney, Vice Chair (GRF)
Margaret Klein (GRF)
Hank Gioia (Third)
Wei-Ming Tao (Third)

Jan LaBarge (United)
Pat English (United)
TBD (Mutual 50)
Non-Voting Advisor: TBD

Government and Public Relations Committee

Ruth May, Chair (GRF)
Linda Wilson, Vice Chair (GRF)
Carol Moore (GRF)
Jim Juhan (Third)
Wei-Ming Tao (Third)
TBD (United)
TBD (United)
TBD (Mutual 50)

Laguna Canyon Foundation

Carol Moore

Landscape

Maxine McIntosh, Chair (GRF)
Heather Gerson, Vice Chair (GRF)
Carol Moore (GRF)
Judith Troutman (Third)
Rosemarie di Lorenzo Dickins (Third)
Jack Bassler (United)
Eva Lydick (United)
Inesa Nord-Leth (Mutual 50)
Non-Voting Advisors: TBD

Maintenance & Construction

Marv Rosenhaft, Chair (GRF)
Heather Gerson, Vice Chair (GRF)
Richard Palmer (GRF)
Jim Juhan (Third)
Kathryn Freshley (Third)
Jack Bassler (United)
Ming Lee Chang (United)
Ryna Rothberg (Mutual 50)
Non-Voting Advisors: TBD

Media and Communications

Pat Feeney, Chair (GRF)
Ruth May, Vice-Chair (GRF)
Margaret Klein (GRF)
Beth Perak (Third)
Kathryn Freshley (Third)
Eva Lydick (United)

Ken Hammer (United)
TBD (Mutual 50)
Non-Voting Advisors: TBD

Mobility & Vehicles

Marv Rosenhaft, Chair (GRF)
Linda Wilson, Vice Chair (GRF)
Mary Stone (GRF)
Mike Straziuso (Third)
Ray Gros (Third)
John Beckett (United)
Anthony Liberatore (United)
TBD (Mutual 50)
Non-Voting Advisors: TBD

Recreation Master Plan Ad Hoc Committee

Larry Souza, Chair (GRF)
Marv Rosenhaft, Vice Chair (GRF)
Pat Feeney (GRF)
Hank Gioia (Third)
Judith Troutman (Third)
John Beckett (United)
Jan LaBarge (United)
Ryna Rothberg (Mutual 50)
Non-Voting Advisors: TBD

Security and Community Access

Linda Wilson, Chair (GRF)
Heather Gerson, Vice Chair (GRF)
Margaret Klein (GRF)
Ray Gros (Third)
Bert Moldow (Third)
Howard Klein (United)
John Beckett (United)
Lou Parker on behalf of (Mutual 50) – non-voting representative
Non-Voting Advisors: TBD

Executive Traffic Hearing Committee

TBD, Chair
Per rotating basis

RESOLVED FURTHER, that Resolution 90-13-03 adopted January 4, 2013 is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

The Board discussed the GRF Trust Facilities Fee Policy. Director Rosenhaft moved to raise the fee from \$1500 to \$2500. Director Gerson seconded the motion and discussion ensued.

Members Kathryn Freshley (5490-N) and Marty Rhodes (5369-2A) spoke to the motion.

By a vote of 6-5-0 (Directors May, Wilson, Feeney, Rosenhaft, Gerson voted in favor; Directors Klein, Moore, Stone, McIntosh, Palmer voted in opposition; and President Souza voted in favor to break the tie), the motion carried and the following resolution was adopted:

RESOLUTION 90-13-106

WHEREAS, as Trustee of the Golden Rain Foundation Trust, the Board of Directors of the Golden Rain Foundation is required to enhance and improve the recreational and other amenities available to all residents of Laguna Woods Village; and

WHEREAS, the Board of Directors finds that reinstatement of the capital contribution to the Trust originally required to be made for each manor sold will ensure the continuation of the amenities that make Laguna Woods Village unique;

NOW THEREFORE BE IT RESOLVED, December 3, 2013 that as Trustee of the Golden Rain Foundation Trust, a declaration of Trust recorded March 6, 1964, the Board will impose a fee, to be known as the "Trust Facilities Fee", in accordance with all terms and conditions contained in this policy statement and in California Civil Code §1368(c)(2) (as amended by Senate Bill 1128, Stats 2010 Chapter 322, §2, effective January 1, 2011), on all transactions involving the purchase of a separate interest in any of the Trustors' common interest developments (United Laguna Woods Mutual, Third Laguna Hills Mutual and Mutual Fifty, each of which is hereinafter referred to as a "Trustor") within the City of Laguna Woods, as an obligation of the purchaser(s).

RESOLVED FURTHER, the Trust Facilities Fee will be a fixed amount, as determined from time to time by the Trustee of the Golden Rain Foundation Trust. The entirety of each such fee, when and as paid by the purchaser(s), shall be deposited into the Trust Facilities Fee Fund and shall be applicable to all such transactions, excluding the following transfers of a separate interest:

1. Where at least one of the purchasers has paid a Trust Facilities Fee to the Golden Rain Foundation Trust at any time prior to the close of escrow on the purchase of a separate interest;
2. Where ownership of a separate interest is joined between a current beneficiary of a Trustor and a non-beneficiary spouse, domestic partner or other relative of such beneficiary;

3. Where ownership of a separate interest is transferred to a non-beneficiary of a Trustor by gift or through inheritance from a beneficiary of a Trustor;

4. Where ownership of a separate interest is transferred by a beneficiary of a Trustor to the current qualifying resident (as defined in the Bylaws of each Trustor) of the separate interest, where the transferor has never been a qualifying resident and has previously paid a Trust Facilities Fee; or

5. Where ownership of a separate interest is being transferred to a trust whose settlor or principal beneficiary is the transferor, or to another trust for estate planning purposes.

RESOLVED FURTHER, effective with escrows opened, or purchase contracts signed, on or after January 1, 2014, the Trust Facilities Fee shall be set at ~~\$1,500.00~~ **\$2,500.00** until modified by the Trustee; and

RESOLVED FURTHER, in accordance with California Civil Code §1368(c)(2)(B)(iii), each new purchase of a separate interest in any of the Trustors' common interest developments within the City of Laguna Woods to which this Trust Facilities Fee applies (i.e., all new purchases other than a transfer qualifying for any of the exclusions set forth in subparagraphs 1-5 above), shall in compliance with California Civil Code §1368(c)(2)(B)(iii), have the option to either:

(i) pay the fee in its entirety at the time of transfer; or

(ii) pay the fee amount pursuant to an installment payment plan for a period of seven (7) years.

If the purchaser elects to pay the fee in installment payments under the second of the above statutorily permitted options, then the Trustee may also collect additional amounts not to exceed the actual costs for billing and financing on the amount owed (as set forth below, and in compliance with the Davis-Stirling Act, as the same may be amended from time to time), and if the purchaser sells their separate interest prior to the end of the installment payment plan period, he or she shall pay the remaining balance of the fee owed to the Trustee prior to transfer. A fee of \$10 will be imposed for any late payments.

The Golden Rain Foundation Board shall assess a one-time fee for the preparation of the promissory note. The Golden Rain Foundation Board shall also assess a handling fee of \$252.00 until later modified by the Board and interest, if applicable, at the minimum rate allowed by law. The monthly payment of the Trust Facilities Fee, the handling fee and interest, if applicable, shall be due on the 1st day of each month; and

RESOLVED FURTHER, Resolution 90-13-09, adopted February 5, 2013 is hereby superseded and cancelled; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

Ms. Robinson left the meeting at 11:37 A.M.

Director Moore spoke on establishing an ad hoc committee to display outdoor art created by resident artists.

The Board discussed allocating funds to the Energy Committee for projects to be approved by the Board. Director Feeney moved to allocate \$50,000. Director Gerson seconded the motion and discussion continued.

Members Joan Milliman (969-3E) and Shari Horne (2354-3C) commented on the motion.

By a vote of 6-5-0 (Directors May, Wilson, Feeney, Rosenhaft, Gerson voted in favor; Directors Klein, Moore, Stone, McIntosh, and Palmer voted in opposition; and President Souza voted in favor to break the tie), the motion carried.

Ms. Bashline entered the meeting at 11:50 A.M.

Ms. Bashline provided a background summary of Resolution 90-09-33 that approved a one-time real estate seminar to be presented by in-house staff. Upon successful completion of the real estate seminar, attendees would receive a "Village Specialist" designation and their name and contact information would be placed on the Village website as a reference tool for prospective buyers.

Director Stone moved to remove the list of realtor names and contact information from the website. Director Moore seconded the motion.

Member Marshall Yagan (3409-A) commented on the motion.

By a vote of 10-0-0, the motion carried unanimously.

Ms. Bashline left the meeting at 12:08 P.M.

CONSENT CALENDAR

Without objection the Consent Calendar was approved, and the Board took the following actions:

RESOLUTION 90-13-107

WHEREAS, the President of the Vision and Hearing Club, Toni Barrient, requests to donate and install at the Club's expense, an audio loop in the Art Room of Clubhouse One;

NOW THEREFORE BE IT RESOLVED, December 3, 2013, that the Board of Directors of this Corporation hereby approves the Vision and Hearing Club's request to donate and install at the Club's expense, an audio loop in the Art Room of Clubhouse One; and

RESOLVED FURTHER, that the donation to the Golden Rain Foundation shall not qualify as a tax-deductible charitable contribution; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

RESOLUTION 90-13-108

WHEREAS, in an effort to continue to meet the needs of the residents, MBT Restaurant Ventures would like to purchase and donate new kitchen equipment, valued at \$20,000, to install at the Village Greens 19 Restaurant kitchen;

NOW THEREFORE BE IT RESOLVED, December 3, 2013, that the Board of Directors of this Corporation hereby approves the donation and installation of new kitchen equipment for the Village Greens 19 Restaurant kitchen from MBT Restaurant Ventures, valued at \$20,000; and

RESOLVED FURTHER, that MBT Restaurant Ventures is authorized to remove the existing convection oven and griddle/range top (which are being replaced by the new equipment) to sell them to offset the donation; and

RESOLVED FURTHER, that the donation to the Golden Rain Foundation shall not qualify as a tax-deductible charitable contribution; and

RESOLVED FURTHER, that the President of this Corporation is hereby authorized to advise said donor in writing and to express the thanks of the Corporation.

RESOLUTION 90-13-109

WHEREAS, Fifth District Supervisor Bates of the Orange County Board of Supervisors requested the use of Clubhouse Three on March 21, 2014 to hold the Sixth Annual South County Senior Summit which offers an inspirational and informative array of speakers and subjects to enhance the quality of life of older adults and their caregivers residing in South County;

NOW THEREFORE BE IT RESOLVED, December 3, 2013, that the Board of Directors of this Corporation hereby approves the request for use of Clubhouse Three on March 21, 2014 to hold the Seventh Annual South County Senior Summit, free of charge; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

COMMITTEE REPORTS

Director Heather Gerson reported from the Finance Committee.

Directors Gerson and Feeney gave the Treasurer's Report.

Director Wilson read a proposed resolution approving the revised Finance Committee charter. Director Wilson moved to approve the resolution. Director McIntosh seconded the motion and discussion ensued.

Director Rosenhaft amended the motion to remove Number 11. Director Gerson seconded the motion and discussion ensued.

Member Kathryn Freshley (5490-N) commented on the motion.

By a vote of 4-7-0 (Directors Gerson, Rosenhaft, Feeney, President Souza voted in favor), the amendment failed.

By a vote of 7-4-0 (Directors Gerson, Rosenhaft, Feeney, and President Souza opposed), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-13-110

FINANCE COMMITTEE CHARTER

WHEREAS, a Finance Committee has been established pursuant to Article 7, Section 7.1.1 of the bylaws of the Corporation;

NOW THEREFORE BE IT RESOLVED, December 3, 2013, the Board of Directors of this Corporation hereby assigns the duties and responsibilities of this Committee, as follows:

1. Perform the duties imposed upon all standing committees as set forth in the resolution entitled, "General Duties of Standing Committees."
2. Serve as liaison between the GRF Board and the Financial Services Division.
3. Review monthly financial statements and other reports affecting the financial status of this Corporation and review performance in relation to the annual operating budget.
4. Review the capital requirements, service levels and projected revenues related to the Financial Services Division operations and recommend appropriate action to the GRF Business Planning Committee.

5. Review the proposed GRF Business Plan, as presented by the GRF Business Planning Committee, and recommend to the GRF Board action regarding same, including the amount of the assessment required to meet the following year's operating budget and reserves.
6. Regularly review, in cooperation with the Financial Services Director, all insurance and risk management programs for the Laguna Woods Village Community, including GRF, the GRF Trust and the Mutual housing corporations, and recommend to the Boards of the several corporations the actions to be taken to maintain adequate protection and coverage.
7. Review the investment of funds of GRF and the GRF Trust to determine that standards set by the GRF Board are being complied with, and recommend to the GRF Board changes in such investment standards and procedures as may be deemed advisable.
8. Direct the preparation of Requests for Proposal for the annual audits of the financial statements of the Laguna Woods Village Corporations and recommend firm(s) to be engaged.
9. Review reports and recommendations from the auditors and recommend to the Board any appropriate action in connection therewith.
10. Examine the need for one or more review(s) of the Managing Agent's organizational entities at least once each year. If a need for review(s) is perceived and determined to be feasible, recommend such to the Board. Direct the preparation and submittal of RFPs and subsequent contracts for reviews. Serve as liaison between review consultants and the Board, and make recommendations to the Board based on consultant's findings.
11. Review any unplanned expenditures proposed by other committees to determine the impact on and adequacy of related reserves, and recommend appropriate action to the GRF Board.

RESOLVED FURTHER, that the Committee shall perform such other tasks as are assigned by the GRF President or the Board; and

RESOLVED FURTHER, that Resolution 90-13-35, adopted April 2, 2013 is hereby superseded and canceled.

Director Marv Rosenhaft reported on the Mobility & Vehicles Committee.

Member Kathryn Freshley (5490-N) commented on the report.

Director Ruth May reported on the Community Activities Committee.

Director Wilson read a proposed resolution approving a request for GRF to waive the guest bridge fee for their annual holiday party. Director Wilson moved to approve the resolution. Director May seconded the motion and discussion ensued.

By a vote of 7-2-1 (Directors Stone and Palmer opposed; Director Moore abstained), the motion carried and the Board of Directors adopted the following resolution:

RESOLUTION 90-13-111

WHEREAS, residents Joan Kulpa and Dee O'Connor, on behalf of the Duplicate Bridge Club, requests that the Board waive the \$4 guest bridge fee for their Annual Holiday Party scheduled for December 18, 2013;

NOW THEREFORE BE IT RESOLVED, December 3, 2013, that the Board of Directors of this Corporation hereby approves the Duplicate Bridge Club's request to waive the \$4 guest bridge fee for their Annual Holiday Party scheduled for December 18, 2013 in the Clubhouse Seven Main Lounge; and

RESOLVED FURTHER, that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out the purpose of this resolution.

Director Linda Wilson reported from the Security and Community Access Committee.

Director Linda Wilson reported from the Traffic Committee.

Director Larry Souza reported from the Maintenance and Construction Committee.

Director Larry Souza reported from the Recreation Master Plan Ad Hoc Committee.

Director Pat Feeney reported from the Media & Communications Committee.

Director Maxine McIntosh reported from the Landscape Committee.

Director May reported on the City Council meetings.

Director McIntosh moved to eliminate the assignment of sending a GRF representative to the Laguna Canyon Foundation. Director May seconded the motion and discussion ensued. The motion carried by a vote of 9-1-0 (Director Wilson opposed).

The Board discussed future board agenda items.

DIRECTORS' COMMENTS

Directors made their final comments.

MEETING RECESS

The regular open meeting recessed at 1:00 P.M. and reconvened into Executive Session at 1:37 P.M.

Summary of Previous Closed Session Meetings per Civil Code Section §1363.05

During its Regular Executive Session Meeting of November 5, 2013, the Board approved the

minutes of the October 1, 2013 Regular Executive Session, the minutes of the October 14, 2013 Special Executive Session, the minutes of the October 16, 2013 Special Executive Session, and the minutes of the October 30, 2013 Special Executive Session. The Board discussed the litigation report and disciplinary matters; and discussed contractual issues regarding the Gate 12 Main Lounge architect contract, the Recreation Master Plan Construction Manager contract, and the Gate 16 Fitness Center.

ADJOURNMENT

There being no further business to come before the Board of Directors, the meeting adjourned at 2:50 P.M.

Linda Wilson, Secretary

GOLDEN RAIN FOUNDATION FACILITY RESERVATION AGREEMENT


I ACKNOWLEDGE AND AGREE THAT I, FOR MYSELF OR ON BEHALF OF THE PERSONS, CLUB, GROUP OR ORGANIZATION I REPRESENT (COLLECTIVELY "APPLICANT"), ACCEPT THIS RESERVATION SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:

1. APPLICANT agrees that Golden Rain Foundation of Laguna Woods ("GRF") and its Managing Agent, Professional Community Management, Inc. ("PCM") and their employees and directors are not responsible for any program, activity, or content thereof, that takes place during APPLICANT'S use of GRF facilities. If the City of Laguna Woods requires a Special Event Permit relating to the use of this GRF facility, APPLICANT agrees to comply with the City's requirements. In the event that the City requires APPLICANT to obtain insurance in order to obtain a Special Event Permit from the City, APPLICANT shall name GRF and PCM, and their employees, directors and agents, as additional insureds. APPLICANT agrees to provide a copy of the policy or a specific endorsement that shows coverage to GRF, if requested.
2. APPLICANT will not violate any local, state or federal law and will be solely responsible for all violations of local, state and/or federal laws. GRF is authorized to investigate any claim that any local, state or federal law has been, or is being, violated. GRF is authorized to cooperate with all government authorities relating to alleged violations of local, state and/or federal laws; and in the event that GRF determines, in its sole discretion, that the APPLICANT has violated any local, state and/or federal law, GRF may immediately, without further notice, terminate the GRF permit, and the APPLICANT shall thereupon immediately cease all activities under the permit. APPLICANT agrees to use the facilities in accordance with GRF Recreation Division Policy and Recreation Operating Rules, as approved and updated from time to time. GRF Recreation Division Policy and Recreation Operating Rules can be viewed online at www.lagunawoodsvillage.com. (Select Recreation, then locate the GRF Approved Recreation Division Policy and Recreation Operating Rules on the side bar.)
3. APPLICANT agrees to use GRF facilities only for the purpose and hours specified on the permit. The specified hours include decorating, food preparation, and clean up time. Any hours beyond permitted time and/or beyond the facility's closing time will result in additional hourly rental, staff charges, a processing fee, and may result in disciplinary action, unless prior arrangements have been made with, and agreed to by the Clubhouse Supervisor.
4. APPLICANT agrees that styrofoam products are not permitted in any GRF facility.
5. APPLICANT agrees to comply with all applicable governmental regulations and obtain permits as required. This includes raffles, bingo and event signage. Further information may be obtained from the City of Laguna Woods.
6. APPLICANT agrees that this (these) reservation(s) is (are) only for the GRF facility specified on the facility permit. Other GRF facilities, such as swimming pools, billiard rooms, etc., are not included.
7. APPLICANT agrees that any caterer, other than those on the list of pre-approved caterers, must be approved in advance. The approval process may take several weeks, depending on your caterers' insurance program, and is not guaranteed. See the Requirements for Caterers/Vendors document for more information.

8. APPLICANT agrees to make arrangements with appropriate Clubhouse Staff one month in advance for additional services, such as Technicians, Door Hosts, Bartenders, etc. and any special equipment that may be available at the GRF facility. APPLICANT understands that APPLICANT will be billed for any additional staffing requirements.
9. APPLICANT agrees that guests will be accompanied by a Laguna Woods Village resident, who will be present during the duration of the reservation. APPLICANT agrees that APPLICANT is responsible for the behavior of all attendees and for leaving the GRF facilities in the same state of cleanliness and repair as APPLICANT received them. APPLICANT agrees to pay for any necessary cleanup costs and/or damages caused by APPLICANT or its attendees that take place during APPLICANT'S use of GRF facilities.
10. APPLICANT agrees that cancellations must be made at least 14 days in advance of the scheduled event, by signing a cancellation form, obtainable in the Recreation Division office. Failure to do so will result in the complete forfeiture of the Set-up Fee and Room Reservation Fee. A processing fee applies to every cancellation and/or change made to each and every reservation. Refunds will be credited to a credit card.
11. APPLICANT agrees that GRF facilities are smoke free. APPLICANT is responsible for inquiring with Clubhouse Staff about designated smoking areas and notifying APPLICANT'S attendees.
12. APPLICANT agrees to contact the Clubhouse Staff at least one week prior to the event to arrange set-up requirements and equipment needs, etc. Gate Clearance Form must be submitted to Community Access at least four business days prior to event.

APPLICANT ACKNOWLEDGES AND AGREES THAT APPLICANT SHALL CONTACT THE GRF RECREATION DIVISION IN ADVANCE OF EACH SPECIFIC EVENT FOR WHICH APPLICANT DESIRES TO USE THE GRF FACILITY ACCORDING TO THE TERMS AND CONDITIONS LISTED ABOVE.

APPLICANT ACKNOWLEDGES THAT IT HAS EITHER RECEIVED OR BEEN OFFERED THE FOLLOWING DOCUMENTS FROM THE GRF RECREATION DIVISION AND THAT IT UNDERSTANDS THEIR CONTENT: Facility Permit, Payment Receipt, List of Caterers Meeting the Insurance Requirements to Utilize GRF Facilities, Community Access Gate Clearance, Responsibilities When Using Laguna Woods Village Kitchen and Dining Room Facilities, Reservation Checklist, and copy of Reservation Agreement, when signed once a year.

 **Initial** An Exception Rental Rate applies to all weddings and/or wedding receptions for non-residents, as well as other exceptions, such as when an outside organization or club for which the resident is making a reservation.

Non-resident weddings are for parents, children, and grandchildren of residents only. An outside organization is defined as an organization not recognized by the Recreation Division as a Laguna Woods Village Club. APPLICANT understands the exception policy, including the difference in charges.

I have read and understand the above information. I further understand that it is my responsibility to make sure that any members of the club I am representing, and other

attendees, are also informed of the above. I further understand that if I/we violate any of the above, I/we may be subject to member disciplinary action.



Applicant's Signature: _____

Applicant's Printed Name: _____ **Date:** _____