



## **OPEN SESSION**

**Minutes of the Regular Meeting of the Golden Rain Foundation  
Tuesday, September 1, 2020, 9:30 a.m.  
24351 El Toro Road, Laguna Woods, California  
Virtual Meeting**

Directors Present: Bunny Carpenter, Judith Troutman, Egon Garthoffner, Yvonne Horton, Don Tibbetts, Bert Moldow, Jon Pearlstone, Sue Stephens, Gan Mukhopadhyay, James Hopkins and Joan Milliman (arrived 10:24 AM)

Directors Absent: none

Staff Present: Jeff Parker-CEO, Siobhan Foster-COO, Eileen Paulin, Ernesto Munoz, Brian Gruner, Grant Schultz, Cheryl Silva and Becky Jackson

Others Present: Laurie Poole, Esq. of Adams Stirling PLC  
VMS: James Tung, Dick Rader  
United: Juanita Skillman  
Third: John Frankel

### **1. Call to Meeting to Order / Establish Quorum**

President Carpenter called the meeting to order at 9:30 a.m. and reviewed the rules of decorum.

### **2. Pledge of Allegiance**

Director Troutman led the meeting in the Pledge of Allegiance to the Flag.

### **3. Acknowledgment of Media**

The media and the Village Television crew are present remotely by way of cameras.

### **4. Approval of Agenda**

Director Hopkins made a motion to approve the agenda as amended. The motion was seconded by Director Horton and the motion passed without objection.

Director Moldow requested to remove agenda items 11c from the Consent Calendar to Unfinished Business. Requested the next meeting date for agenda item 15e (2) be changes to September 2, 2020.

President Carpenter called for the vote and the amended agenda passed by majority vote.

### **5. Approval of Minutes**

**5a.** August 4, 2020--Regular Open Meeting

Director Horton made the motion to approve the minutes of August 4, 2020, Regular Open Session. The motion was seconded by Director Mukhopadhyay and passed by majority vote.

#### **6. Report of the Chair**

President Carpenter commented the GRF portion of the assessments will not increase in 2021. She introduced the new board member elected on August 31, 2020: Joan Milliman (2020).

#### **7. VMS Board Update –** Director Tung gave an update from the VMS Board. He showed a presentation regarding the follow topics:

- Making reservations online for racket sports using the new software called “Kourts” residents can also make reservations for swimming pools by contacting [swimreservations@vmsinc.org](mailto:swimreservations@vmsinc.org).
- Parking on street sweeping days will be announced on Village TV
- Changes to the Media and Communications Department
- Transportation Department reported new revenue from sponsorships

#### **8. CEO Report**

Jeff Parker-CEO and Siobhan Foster-COO gave a report on the following items:

- New reservation system called “Kourts” will be used to make online reservations for racket sports.
- Orange County COVID-19 cases have decreased and Orange County has been taken off the watch list. Orange County reported the numbers have started to decrease 47,782 cumulative cases to date, 323 positive cases received, 956 cumulative deaths to date, 9 reported deaths. Currently 352 cases have been hospitalized and 94 cases are currently in ICU. 51 cases have been reported in Laguna Woods.
- Coin distribution program allows residents to pick up two \$10 rolls of quarters for laundry services at Clubhouse 3 and 5.
- The 2020 asphalt paving program is set to be completed during the month of September. The map for the areas to be worked on is posted on the website.
- Census takers will start door-to-door visits for the 2020 Census.
- Labor Day Holiday schedule is listed on the website.

#### **9. Open Forum (Three Minutes per Speaker)**

President Carpenter passed the gavel to First Vice President Egon Garthoffner from 10:01 A.M. to 10:05 A.M.

Member’s comments were read by Becky Jackson on the following topics:

- A Member requested a room for a new club to helping retired members use their talents in the community and thanked the board for the face covering mask resolution;
- A Member commented about paying assessments when residents have limited access to amenities because of COVID-19;
- A Member commented about the finance and budget and asked why the GRF

Board did not proceed with the PAC Project.

### **10. Responses to Open Forum Speakers**

Several Directors responded to and provided input regarding member comments.

- Director Horton responded that he can form a club for his project ;
- Laurie Pool, Esq. responded about restrictions caused by COVID-19. There are still expenses that need to be paid by the assessments. Legally, members must pay assessments even when amenities are not available.
- Director Garthoffner commented about Score and commented that he should form a club and find a room. He also commented on why the PAC Project was proceeding forward in a different direction based on need and priority through the M & C Committee and M & C Department. Action Status will be placed in the Globe.
- Director Moldow commented about the audio in the online meeting.

### **11. Consent Calendar**

#### **Recommendation from the Finance Committee:**

**11a.** Consistent with its statutory obligations a subcommittee of the Board consisting of the Treasurer and at least one other board member reviewed and approved preliminary Golden Rain Foundation financials for the month of July 2020 and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes.

#### **Recommendation from the Landscape Committee:**

**11b.** Recommendation to Approve the Request for Removal of three California Pepper trees located between the rear of Building 3024 and the tennis courts at Clubhouse 7; two removals at the Members' Expense

#### **RESOLUTION 90-20-41**

**Approve the Request for Removal  
of three California Pepper trees located between the rear of Building  
3024 and the tennis courts at Clubhouse 7; two removals at Members'  
Expense**

**WHEREAS**, on August 12 2020, the Landscape Committee reviewed the request for the removal of three California Pepper trees, at the Members' expense, located between the rear of Building 3024 and the tennis courts at Clubhouse Seven. The request was received from the Members at 3024-A and 3024-B who cited the reason as view obstruction and;

**WHEREAS**, the Committee recommends approving the request for the removal of two California Pepper trees, at the Members' expense, located between the rear of Building 3024 and the tennis courts at Clubhouse Seven. The third California Pepper tree will be removed at staff's expense due to the poor health of the tree.

**NOW THEREFORE BE IT RESOLVED**, September 1, 2020, the Board of Directors

approves the request for the removal of three California Pepper trees located between the rear of Building 3024 and the tennis courts at Clubhouse Seven; two trees will be at the expense of the Members at 3024-A and 3024-B and the third tree will be removed at staff's expense because of the tree's poor health;

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

**11c.** Rescind the Supplemental Appropriations for the Performing Arts Center (PAC) Improvement Project (This item was moved from the Consent Calendar to Unfinished Business)

**11d.** Resolution to Update GRF Committee Assignments

**RESOLUTION 90-20-42**  
**GRF COMMITTEE APPOINTMENTS**

**RESOLVED** September 1, 2020, that the following persons are hereby appointed and ratified to serve on the Committees of this Corporation:

**Business Planning Committee**

Sue Stephens, Chair (GRF)  
Jon Pearlstone, (GRF)  
James Hopkins (GRF)  
Steve Parsons (Third)  
~~Robert Mutchnick (Third)~~  
~~Lynn Jarrett, Alternate (Third)~~  
Sue Margolis (United) Manuel  
Armendariz (United)  
Brian Gilmore, Alternate (United)  
Al Amado, (Mutual 50)

**Community Activities Committee**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Jon Pearlstone (GRF)  
Cush Bhada, (Third)  
Annie McCary (Third)  
Doug Gibson, Alternate (Third)  
~~John Frankel, Alternate (Third)~~  
Andre Torng, (United)  
Juanita Skillman (United)  
Elsie Addington, Alternate (United) Ryna  
Rothberg, (Mutual 50)  
Advisor: Janey Dorrell, Ed Tao and Roland Boudreau

**Equestrian Center Ad Hoc Committee (New)**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Cush Bhada (Third)

Annie McCary (Third)  
Andre Torng (United)  
Advisors: Gary Empfield, Stefanie Brown, Bunny Lipinski, Susan Hemberger

**Finance Committee**

Jon Pearlstone, Chair (GRF)  
James Hopkin (GRF)  
Gan Mukhapadhyay (GRF)  
Steve Parsons (Third)  
Robert Mutchnick (Third)  
Reza Karimi, Alternate (Third)  
Sue Margolis (United)  
Brian Gilmore (United)  
Manuel Armendariz, Alternate (United)  
Al Amado, (Mutual 50)  
Advisor: Rosemarie diLorenzo

**Purchasing Ad Hoc Committee (new)**

Bunny Carpenter, Chair (GRF)  
Yvonne Horton (GRF)  
Carl Randazzo (United)  
Cash Achrekar (United)  
Brian Gilmore, Alternate (United)  
Steve Parsons (Third)  
Robert Mutchnick (Third)  
Cush Bhada, Alternate (Third)

**Strategic Planning Committee**

Jon Pearlstone, Chair (GRF)  
James Hopkins (GRF)  
Gan Mukhapadhyay (GRF)  
Robert Mutchnick (Third)  
Steve Parsons (Third)  
Lynn Jarrett, Alternate (Third)  
~~John Frankel (Third)~~  
Sue Margolis (United)  
Brian Gilmore, Alternate (United)  
Andre Torng, Alternate (United)

**Landscape Committee**

Yvonne Horton, Chair (GRF)  
Bert Moldow, Chair (GRF)  
Lynn Jarrett, (Third)  
Reza Karimi, (Third)  
Cush Bhada, Alternate (Third)  
~~Ralph Engdahl, Alternate (Third)~~  
Manuel Armendariz, (United)

Andre Torng (United)  
Neda Ardani, Alternate (United)  
Vacant (Mutual 50)

**Maintenance & Construction Committee**

Egon Garthoffner, Chair (GRF)  
Bert Moldow ( GRF )  
Gan Mukhapadhyay (GRF)  
~~Jim Matson, Alternate (GRF)~~  
Cush Bhada (Third)  
John Frankel (Third)  
Doug Gibson, Alternate (Third)  
Ralph Engdahl, Alternate (Third)  
Carl Randazzo, (United)  
Reza Bastani (United)  
Brian Gilmore, Alternate (United)  
Ryna Rothberg (Mutual 50)  
Advisors: Richard Palmer

**Clubhouse 1 Renovation Ad Hoc Committee**

Bert Moldow, Chair (GRF)  
Egon Garthoffner, Chair (GRF)  
Gan Mukhapadhyay (GRF)  
Robert Mutchnick (Third)  
Cush Bhada (Third)  
Ralph Engdahl (Third)  
Carl Randazzo, ~~Alternate~~ (United)  
Manuel Armendariz (United)  
Sue Margolis (United)  
~~Brian Gilmore (United)~~

**PAC Renovation Ad Hoc Committee**

Jon Pearlstone, Chair (GRF)  
Bert Moldow (GRF)  
Robert Mutchnick (Third)  
Ralph Engdahl (Third)  
John Frankel, Alternate (Third)  
~~Cush Bhada, (Third)~~  
Carl Randazzo, (United)  
Juanita Skillman (United)  
Sue Margolis, Alternate (United)  
Board Members by Rotation (Mutual 50)  
Advisor: Sharon Molinari

**Media and Communications**

Sue Stephens, Chair (GRF)  
Bunny Carpenter (GRF)  
Annie McCary (Third)

Lynn Jarrett (Third)  
Craig Wayne, Alternate (Third)  
Doug Gibson, Alternate (Third)  
Juanita Skillman, (United)  
Elsie Addington, (United)  
Neda Ardani, Alternate (United)  
Ryna Rothberg, (Mutual 50)  
Advisors: Carmen Pacella, Frank Tybor, Tom Nash

**Mobility & Vehicles Committee**

Don Tibbetts, Chair (GRF)  
Egon Garthoffner (GRF)  
Judith Troutman, Alternate (GRF)  
Craig Wayne (Third)  
John Frankel (Third)  
Cush Bhada, Alternate (Third)  
Elsie Addington, (United)  
Reza Bastani (United)  
Neda Ardani, Alternate (United)  
John Dalis, (Mutual 50)  
Advisor: Vashi Williams

**Security and Community Access**

Don Tibbetts, Chair (GRF)  
Bert Moldow (GRF)  
~~Jim Matson, Alternate (GRF)~~  
Cush Bhada (Third)  
Doug Gibson (Third)  
Annie McCary, Alternate (Third)  
John Frankel, Alternate (Third)  
~~Robert Mutchnick (Third)~~  
~~Ralph Engdahl (Third)~~  
~~Reza Karimi, Alternate (Third)~~  
Neda Ardani (United)  
Cash Achrekar (United)  
Brian Gilmore, Alternate (United)  
John Dalis (Mutual 50)

**OTHER COMMITTEES:**

**Disaster Preparedness Task Force**

Carlos Rojas, Chair  
Bert Moldow, (GRF)  
Sue Stephens (GRF)  
Judith Troutman, Alternate (GRF)  
John Frankel, (Third)  
Annie McCary, (Third)  
Doug Gibson, Alternate (Third)  
~~Ralph Engdahl (Third)~~

Cash Achrekar, (United)  
Andre Torng, (United)  
Reza Bastani, Alternate (United)  
Board Members by Rotation (Mutual 50) Advisors:  
Tom Soule, Bruce Bonbright

**GRF Bylaws Ad Hoc Committee (new)**

Bunny Carpenter (GRF)  
Bert Moldow (GRF)  
Steve Parsons (Third)  
Lynn Jarrett (Third)  
Juanita Skillman (United)  
Elsie Addington (United)  
Sue Margolis, Alternate (United)  
Ryna Rothberg (Mutual 50)  
Sue Stephens (Mutual 50)

**Laguna Woods Village Traffic Hearings**

(Chair will alternate between Boards)  
Yvonne Horton (GRF)  
Sue Stephens (GRF)  
John Frankel (Third)  
Doug Gibson (Third)  
Robert Mutchnick, Alternate (Third)  
~~Ralph Engdahl, Alternate (Third)~~  
Elsie Addington (United)  
Neda Ardani, Alternate (United)  
Board Members by Rotation (Mutual 50)

**Select Audit Task Force**

James Hopkins (GRF)  
Elizabeth Roper (United)  
Peggy Moore (Third)  
Advisor: Diane Phelps

**RESOLVED FURTHER**, that Resolution 90-20-39 adopted August 4, 2020, is hereby superseded and cancelled; and

**RESOLVE FURTHER**; that the officers and agents of this Corporation are hereby authorized on behalf of the Corporation to carry out this resolution.

Director Moldow made a motion to approve the Consent Calendar. The motion was seconded by Director Troutman and the motion passed by majority vote.

**12. Unfinished Business**

**12a.** Entertain a Motion to Approve the 2021 GRF Business Plan and Reserves Funding Plan

Director Troutman, Secretary of the Board, read the following resolution:



**RESOLUTION 90-20-43**  
**2021 BUSINESS PLAN RESOLUTION**

**RESOLVED**, September 1, 2020, that the Business Plan of this Corporation for the year 2021 is hereby adopted and approved; and

**RESOLVED FURTHER;** that pursuant to said Business Plan, the Board of Directors of this Corporation hereby estimates that the sum of \$37,655,030 will be required by the Corporation to meet its annual expenses of operation, from which \$9,137,237 will be deducted in various sources of non-assessment revenue. Additionally, \$2,903,808 is planned for reserve contributions. The Board of Directors hereby estimates that the net sum of \$31,421,601 will be required to be paid by the Corporation members in accordance with the terms of that certain Trust Agreement dated March 2, 1964, as amended, and the bylaws of the Corporation; and

**RESOLVED FURTHER**, that this Corporation shall charge each member the sum of \$205.60 per month per membership of said Corporation, for its share of the aforesaid net expenses and reserve contributions for the year 2021; 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 90-20-44**  
**2021 RESERVES FUNDING PLAN RESOLUTION**

**WHEREAS**, Civil Code § 5570 requires specific reserve funding disclosure statements for associations; and

**WHEREAS**, planned assessments or other contributions to replacement reserves must be projected to ensure balances will be sufficient at the end of each year to meet the association's obligations for repair and/or replacement of major components during the next 30 years;

**NOW THEREFORE BE IT RESOLVED**, September 1, 2020, that the Board has developed and hereby adopts the Replacement Reserves 30-Year Funding Plan (attached) with the objective of maintaining replacement reserve balances at or above a threshold of \$7,400,000 while meeting its obligations to repair and/or replace major components; 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 Troutman made a motion to adopt the resolution approving the 2021 GRF Business

Plan and Reserves Funding Plan. The motion was seconded by Director Horton.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion by majority vote.

**12b.** Entertain a Motion to Approve the 2021 GRF Capital Plan

Director Troutman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-20-45**  
**2021 CAPITAL PLAN RESOLUTION**

**RESOLVED**, September 1, 2020, that the Capital Reserve Expenditures Plan of this Corporation for the year 2021 is hereby adopted and approved; and

**RESOLVED FURTHER**, that pursuant to said Business Plan, the sum of \$5,097,069 is hereby authorized to be expended in 2021 for the purposes provided therein, of which \$3,090,000 is designated from the Equipment Fund and \$2,007,069 from the Facilities Fund; and

**RESOLVED FURTHER**, that the Board of Directors of this Corporation hereby authorizes the transfer of \$6,000,000 from monies set aside in the Trust Facilities Fee Fund to the Facilities Fund to offset planned expenditures from reserves, as projected in the 30-year funding plan; 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 Troutman made a motion to adopt the resolution approving the 2021 GRF Capital Plan. The motion was seconded by Director Moldow.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by majority vote.

**12c.** Rescind the Supplemental Appropriations for the Performing Arts Center (PAC) Improvement Project (This item was moved from the Consent Calendar to Unfinished Business)

**RESOLUTION 90-20-46**  
**Rescind Resolution 90-20-28**  
**Contract Award and Supplemental Appropriation for**  
**the PAC Maintenance Improvements Project**  
**and**  
**Rescind Resolution 90-20-29**

**Contract Award and Supplemental Appropriation for  
Construction Management Services**

**WHEREAS**, on December 12, 2019, the Performing Arts Center (PAC) Renovation Ad Hoc Committee meeting directed staff to advertise the PAC base design project with no alternate bid items included and to hire a construction manager for oversight; and

**WHEREAS**, the base design includes the replacement of HVAC systems, ADA requirements, fire, life, safety improvements, general lighting replacement, fire alarm system and extinguisher replacements, theatrical stage rigging and curtains replacement, audio/video, as well as minor lobby and dining room aesthetic improvements; and

**WHEREAS**, in order to complete the base design for maintenance improvements at the PAC and hire a construction manager for oversight, a supplemental appropriation was required. On June 2, 2020, the GRF Board authorized the following two supplemental appropriations:

1. Resolution 90-20-28, Contract Award and Supplemental Appropriation in the amount of \$2,331,527 for the Performing Arts Center Maintenance Improvements
2. Resolution 90-20-29, Contract Award and Supplemental Appropriation in the amount of \$128,810 for Construction Management Services.; and

**WHEREAS**, on June 22, 2020, at the All Board's Special Closed Session meeting, the Members voted against authorizing the GRF Board to construct, contract, and otherwise expend funds totaling \$5,000,000 or more in connection with the Performing Arts Center Maintenance Improvement project pursuant to GRF Bylaw Sections 2.1.4, 2.1.6 and 2.1.7.; and

**WHEREAS**, with the maintenance improvements as described no longer moving forward as one complete project, the supplemental appropriations are no longer needed and Resolutions 90-20-28 and 90-20-29 should be rescinded.

**NOW THEREFORE BE IT RESOLVED**, on September 1, 2020, that the Board of Directors hereby rescind Resolutions 90-20-28 & 90-20-29, totaling \$2,460,337 in supplemental appropriations for the PAC maintenance improvements base design for construction management services; 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 Troutman made a motion to rescind resolution 90-20-28 to award a contract and resolution 90-20-29 supplemental funding for the Performing Arts Center improvements. The motion was seconded by Director Horton.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by majority vote.

**13. New Business**

**13a.** Entertain a Motion to Approve the MemorialCare Donation for the Wellness Bus.

Director Troutman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-20-47**  
**Donation for Wellness Bus Route**

**WHEREAS**, the Golden Rain Foundation currently owns and operates 16 buses for the Transportation Services program; and

**WHEREAS**, the Golden Rain Foundation currently operates a fixed route system including a Wellness route that focuses on medical office; and

**WHEREAS**, MemorialCare has agreed to donate sponsorship funding to offset the operational cost of the Wellness route; and

**WHEREAS**, the Mobility & Vehicle Committee recommended approval of the sponsorship on August 5, 2020; and

**NOW THEREFORE BE IT RESOLVED**, September 1, 2020, that the Board of Directors of this Corporation hereby accepts the \$35,000 donation from Memorial Care for the Transportation Wellness route; and

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

Director Troutman made a motion to approve the MemorialCare Donation for the Wellness Bus. The motion was seconded by Director Tibbetts.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by majority vote.

**13b.** Entertain a Motion to Approve Obsolete Equipment Policy

Director Troutman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-20-48**  
**OBSOLETE EQUIPMENT POLICY**

**WHEREAS**, in the normal course of business the Golden Rain Foundation (GRF) replaces items of equipment that have reached the end of their economic lives, have become expensive or impossible to maintain or have

otherwise become obsolete; and

**WHEREAS**, GRF determines through its capital planning process or via supplemental appropriation which items of capital equipment are to be replaced; and

**WHEREAS**, unless otherwise expressly authorized by the Board of Directors of this Corporation, all items shall be disposed of; and

**WHEREAS**, GRF desires to optimize the proceeds from the disposal of such equipment;

**NOW THEREFORE BE IT RESOLVED**, September 1, 2020, that all GRF equipment to be disposed of will be sold using a variety of selling methods, with a minimum 30-day notice prior to sale, including off-site auctioneer, on-site auctioneer, on-site sales, sealed bid process, and online classified advertisements to provide the maximum net proceeds as determined by the Purchasing & Supply Manager; and

**RESOLVED FURTHER**, that parts can be removed from certain obsolete vehicles and equipment if those parts are difficult to procure or the value of keeping the parts is more than the estimated sale of the obsolete equipment; and

**RESOLVED FURTHER**, that all items will be publicized at no additional cost to the community in available media, such as on TV6, in the community newspaper, and on the community website, and

**RESOLVED FURTHER**, that the Purchasing & Supply Manager will inform equipment dealers and others who may be interested in purchasing any of the obsolete equipment; and

**RESOLVED FURTHER**, that any notice will include a place and times for inspection of the equipment and a date or deadline for bidding; and, that a minimum acceptable bid amount will be set on all equipment to be disposed of that has an estimated value of \$1,000 or more, as determined by the manager of the user department in conjunction with the Purchasing & Supply Manager; and

**RESOLVED FURTHER**, **passenger vehicles, which includes sedans, mid-size trucks, and passenger vans**, to be disposed of shall be noticed to the residents for a sealed bid auction with a minimum reserve; if the minimum reserve is not met at the sealed bid auction the vehicle will be sent to public auction; and

**RESOLVED FURTHER**, that when using the sealed bid process, all bids will be opened by the Purchasing & Supply Manager, and the highest bid will be accepted; and

**RESOLVED FURTHER**, that all such sales will be for cash and will be

consummated, including removal of the obsolete equipment from GRF premises, within two weeks of acceptance of bid, and

**RESOLVED FURTHER**, that any equipment that is deemed to pose a significant threat to the safety of a purchaser or user, or would cost more money to sell than the estimated value of the item, or remains unsold after all reasonable efforts are made, will be disposed of in the proper waste receptacle and in compliance with applicable laws and ordinances after notification to the GRF Treasurer; and

**RESOLVED FURTHER**, that any individual participating in the decision to dispose of an obsolete item shall be precluded from purchasing that item; and

**RESOLVED FURTHER**, that Resolution 90-16-41 adopted September 6, 2016 is hereby superseded and cancelled; and

**RESOLVED FURTHER**; that the officers and agents of this Corporation are directed on behalf of the Corporation to carry out this resolution.

Director Troutman made a motion to approve the Obsolete Equipment Policy. The motion was seconded by Director Milliman.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed majority vote.

**13c. Entertain a Motion to Introduce Amendments to Golden Rain Foundation Recreation and Special Events Department Policies and Procedures**

Director Troutman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-20-XX**  
**Amendments to Golden Rain Foundation Recreation and Special  
Events Department Policies and Procedures**

**WHEREAS**, at the August 13, 2020 Community Activities Committee (CAC) meeting, CAC recommended that the board of directors approve the proposed amendments to the Golden Rain Foundation (GRF) Recreation and Special Events Department Policy and Procedures;

**WHEREAS**, the policy was last amended in October 2019; Glossary and Mandatory Adherence 90-19-17 and Clubs/Groups/Organizations Revisions 90-19-39;

**WHEREAS**, at the May 14, 2020 CAC meeting, the committee discussed and requested that GRF legal counsel review and make policy verbiage changes to prevent clubs/groups/individuals from having exclusive rights to vendors and/or entertainment performer(s);

**WHEREAS**, at the June 11, 2020 CAC meeting, the committee further discussed club exclusive rights to vendors/entertainers and proposed additional edits to the policy pertaining to the use of GRF recreation facilities, Saddleback Emeritus lecture topics at the Performing Arts Center, club membership, and club fundraisers;

**WHEREAS**, the policy amendments would enhance the understandability of the Recreation and Special Events Department Policies and Procedures for residents and staff implementation;

**NOW THEREFORE BE IT RESOLVED**, [date], 2020, that the Board of Directors of this Corporation hereby introduces approval of the proposed amendments to the Golden Rain Foundation (GRF) Recreation and Special Events Department Policy and Procedures;

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

September Initial Notification

Should the Board endorse the proposed resolution, Staff recommends that a motion be made and seconded to accept the resolution and allow discussion to ensure that the resolution reads to the satisfaction of the Board. Staff then recommends that a Board Member postpones the resolution to the next available Board Meeting no less than 28-days from the postponement to comply with Civil Code §4360.

Director Troutman made a motion to introduce the amendments to the GRF Recreation and Special Events Department Policies and Procedures for 28-day review. The motion was seconded by Director Milliman.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed my majority vote.

**13d.** Entertain a Motion to Approve Revisions to the Finance Committee Charter

Director Troutman, Secretary of the Board, read the following resolution:

**RESOLUTION 90-20-49**  
**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**, September 1, 2020, 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 and determine the priority and propriety of 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.
12. Review financial policies and recommend appropriate action to the Board, as needed.

**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 90-16-40, adopted September 6,



2016 is hereby superseded and canceled.

Director Troutman made a motion to approve revisions to the Finance Committee Charter. The motion was seconded by Director Moldow.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by majority vote.

**13e. Discuss and Consider Distribution of Telephone Directories and Community Maps**

**ADOPTED OCTOBER 1983, Resolution G-83-47  
REVISED JULY 1998, Resolution G-98-55  
REVISED MARCH 2015, Resolution 90-15-17  
REVISED SEPTEMBER 2020, Resolution 90-20-xx**

**Distribution of Publications by Non-Residents of Laguna Woods Village  
within Laguna Woods Village**

**WHEREAS**, Golden Rain Foundation of Laguna Woods (“GRF”) adopted a policy applicable to the distribution of all First Amendment publications within Laguna Woods Village by non-residents; and

**WHEREAS**, GRF’s Board of Directors has determined that it is appropriate that said policy be updated and revised;

**NOW THEREFORE BE IT RESOLVED**, that on September 1, 2020, the Board of Directors of this corporation hereby adopts the following policy for the distribution of publications by non-residents of Laguna Woods Village within Laguna Woods Village:

Distribution of unsolicited materials **publications** by non-residents is strictly prohibited. Only materials **publications** specifically requested by resident(s) may be distributed to said resident(s).

Any non-resident individual or entity (the “Applicant”) wishing to distribute publications within Laguna Woods Village shall complete and submit the Application for Pass(es) to Distribute Publications, obtain a Gate Entry Pass allowing entry for distribution, and comply with all applicable rules. The applicant shall provide the following information:

1. A subscriber list showing names and addresses of residents who have solicited the publication.
2. The name of the individual or entity intending to distribute such publication within Laguna Woods Village;

3. The address, phone number, fax number, e-mail address, and other pertinent identifying information so as to permit contact with the Applicant;
4. A brief description of the publication to be distributed, sufficient to allow GRF to determine if the publication that is actually distributed is the same publication described in the Application;
5. A brief statement as to the date(s) and frequency with which the Applicant intends to deliver its publication;
6. A statement to be executed by the Applicant pursuant to which the Applicant acknowledges that he, she, or it will be responsible for all acts of its employee or agents while they are distributing the publication on behalf of the Applicant within Laguna Woods Village, as well as agreeing to abide and be bound by all applicable Laguna Woods Village rules regarding distribution of publications (which is set forth on the reverse side of the Application);
7. An Acknowledgment by the Applicant that it shall only be entitled to distribute its publication following approval of Applicant's Application and the issuance of a Gate Entry Pass by GRF's managing agent. The application shall further state the Applicant shall be required to produce a Gate Entry Pass to Security personnel prior to gaining access to the Laguna Woods Village community.

**RESOLVED FURTHER**, that the basic rules for which all of the Applications shall be required to follow shall be as follows:

- a. While on the premises of Laguna Woods Village, knocking on doors, business solicitation, or other behavior which intrudes on the privacy of Laguna Woods Village residents is prohibited.
- b. Door-to-door distribution of **solicited** publications shall be permitted, so long as residents are not disturbed.
- c. Material **Publications** that is **are** distributed door-to-door may only be left on the surface of the thresholds of front doors. Material **Publications** may not be hung from doorknobs.
- d. The Applicant, its employees or agents must bring and present the Gate Entry Pass to Security personnel prior to gaining access to the Laguna Woods Village community.

**RESOLVED FURTHER**, this resolution shall in no way restrict legitimate distribution of political and/or campaign related ~~material~~ **publication**; and

**RESOLVED FURTHER**, that Resolution number G-98-55, dated July 7, 1998, is hereby superseded and all previous distribution policies are void; and

**RESOLVED FURTHER;** that the officers and agents of this Corporation are directed on behalf of the Corporation to carry out this resolution.

Eileen Paulin, Media and Communications Director, discussed the background about the distribution of telephone directories and community maps. She recommended that the publisher be contacted and told that individual distribution must be done and we will not accept delivery at the Community Center. Regarding the maps, a more user friendly map was put in the Village Breeze. She reported that she had extra copies of the Village Breeze.

Director Troutman made a motion to endorse the resolution for distribution of publications by non-residents of Laguna Woods Village with revisions by legal counsel. The motion was seconded by Director Milliman.

Discussion ensued among the directors.

President Carpenter called for the vote and the motion passed by majority vote.

**14.** The Board took a 5 minute break at 11:40 a.m.

**15. Committee Reports**

**15a.** Report of the Finance Committee/Financial Reports – Director Pearlstone gave a presentation on the Treasurer’s Report and resale history. The Committee met on August 19, 2020; next meeting October 21, 2020, at 1:30 p.m. as a virtual meeting.

- (1) GRF Treasurer’s Report – Director Pearlstone
- (2) GRF Finance Committee Report
- (3) Purchasing Task Force – The Task Force met on February 10, 2020.

**15b.** Strategic Planning Committee—Director Pearlstone. First meeting TBA.

**15c.** Report of the Community Activity Committee – President Carpenter gave an updated from the Committee. The Committee is reviewing outdoor exercise equipment and online reservation systems. The Committee met on August 13, 2020; next meeting September 10, 2020, at 1:30 p.m. as a virtual meeting.

- (1) Equestrian Center Ad Hoc Committee – The Committee met on August 25, 2020; next meeting September 23, 2020, at 9:30 a.m. as a virtual meeting.

**15d.** Report of the Landscape Committee – Director Horton gave an update from the Landscape Committee. The Committee discussed the Aliso Creek area and using manure from the stables for compost. The Committee met on August 12, 2020; next TBA.

**15e.** Report of the Maintenance & Construction Committee – Director Garthoffner

gave an update from the Maintenance & Construction Committee. The Committee is looking at the HVAC system, lighting, theater curtains, dining rooms, ADA fire and safety components for the PAC; solar lighting for the employee parking lot; and water leaks at the Community Center. The Committee met on August 12, 2020; next meeting October 14, 2020 at 9:30 a.m. as a virtual meeting.

(1) Report of the Performing Arts Center (PAC) Renovation Ad Hoc Committee  
The Committee met on July 13, 2020; next meeting TBA.

(2) Report of the Clubhouse 1 Renovation Ad Hoc Committee – Director Moldow. The Committee met on June 1, 2020; next meeting September 2, 2020 at 2:00 p.m. as a virtual meeting.

**15f.** Report of the Media and Communications Committee—Director Stephens gave an update on the Committee. The Committee is working on publication deliver and Broadband Services. The Committee met on August 17, 2020; next meeting will be held on September 21, 2020, at 1:30 p.m. as a virtual meeting.

**15g.** Report of the Mobility & Vehicles Committee – Director Tibbetts gave an update from the Mobility & Vehicles Committee. The Committee is working on sponsorship revenue, and vehicle inventory. The Committee met on August 5, 2020; next meeting October 7, 2020, at 1:30 p.m. as a virtual meeting.

**15h.** Report of the Security & Community Access Committee – Director Tibbetts gave an update from the Security & Community Access Committee. He announced that Gate 11 project is completed. The Committee met on August 24, 2020; next meeting October 26, 2020, at 1:30 p.m. as a virtual meeting.

(1) Report of the Laguna Woods Village Traffic Hearings – Director Horton. The Traffic Hearings were held on August 19, 2020; next Traffic Hearings will be held on September 16, 2020 at 9:00 a.m. and 1:00 p.m. as a virtual meeting.

**15i.** Report of the Disaster Preparedness Task Force – Director Troutman. She discussed the history of the Task Force, the needs for the 2021 budget and the California Shake Out on October 15<sup>th</sup>. The Task Force met on July 28, 2020; next meeting September 29, 2020 at 9:30 a.m. as a virtual meeting.

**15j.** GRF Bylaw Ad Hoc Committee –President Carpenter. The Committee met on August 21, 2020; next meeting September 3, 2020, at 2:00 p.m. as a virtual meeting.

**16. Future Agenda Items** - *All matters listed below are items for a future Board Meetings. No action will be taken by the Board on these agenda items at this meeting. The Board will take action on these items at a future Board Meeting.*

**17. Directors' Comments**

- Director Tibbetts and Stephens welcomed Director Milliman back to the board.
- Director Horton commented she had her car stolen and Security responded quickly.

- 18. Recess** - *At this time, the Meeting recessed for lunch and reconvened to Executive Session to discuss the following matters per California Civil Code §4935: Member Disciplinary Matters; Personnel Matters; Contractual Matters; and Litigation Matters.*

The meeting was recessed at 12:40 p.m.

**Summary of Previous Closed Session Meetings per Civil Code §4935.**

*During the August 4, 2020, Regular Closed Session, the Board:*

*Approved the Agenda*

*Approved the Minutes of:*

*(a) June 27 & 28, 2020 – Special Email Closed Meeting*

*(b) June 29, 2020 – Special Email Closed Meeting*

*(c) July 7, 2020—Regular Closed Session*

*(d) July 18, 2020 – Special Emergency Closed Meeting*

*(e) July 24, 2020 – Special Closed Meeting*

*Discussed Member Disciplinary Matters*

*Discussed and Considered Personnel Matters*

*Discussed Legal/Legislation Matters*

*Discussed COVID-19 Emergency Issues*

*During the August 14, 2020, Special Closed Meeting, the Board:*

*Approved the Agenda*

*Discuss Contractual Matters*

**19. Adjournment**

The Closed Session meeting was adjourned at 2:45 p.m.

*Judith P Troutman*

---

Judith Troutman, Secretary of the Board  
Golden Rain Foundation

## **RESOLUTION 90-20-48**

### **OBSOLETE EQUIPMENT POLICY**

**WHEREAS**, in the normal course of business the Golden Rain Foundation (GRF) replaces items of equipment that have reached the end of their economic lives, have become expensive or impossible to maintain or have otherwise become obsolete; and

**WHEREAS**, GRF determines through its capital planning process or via supplemental appropriation which items of capital equipment are to be replaced; and

**WHEREAS**, unless otherwise expressly authorized by the Board of Directors of this Corporation, all items shall be disposed of; and

**WHEREAS**, GRF desires to optimize the proceeds from the disposal of such equipment;

**NOW THEREFORE BE IT RESOLVED**, September 1, 2020 that all GRF equipment to be disposed of will be sold using a variety of selling methods, with a minimum 30-day notice prior to sale, including off-site auctioneer, on-site auctioneer, on-site sales, sealed bid process, and online classified advertisements to provide the maximum net proceeds as determined by the Purchasing & Supply Manager; and

**RESOLVED FURTHER**, that parts can be removed from certain obsolete vehicles and equipment if those parts are difficult to procure or the value of keeping the parts is more than the estimated sale of the obsolete equipment; and

**RESOLVED FURTHER**, that all items will be publicized at no additional cost to the community in available media, such as on TV6, in the community newspaper, and on the community website, and

**RESOLVED FURTHER**, that the Purchasing & Supply Manager will inform equipment dealers and others who may be interested in purchasing any of the obsolete equipment; and

**RESOLVED FURTHER**, that any notice will include a place and times for inspection of the equipment and a date or deadline for bidding; and, that a minimum acceptable bid amount will be set on all equipment to be disposed of that has an estimated value of \$1,000 or more, as determined by the manager of the user department in conjunction with the Purchasing & Supply Manager; and

**RESOLVED FURTHER**, passenger vehicles, which includes sedans, mid-size trucks, and passenger vans, to be disposed of shall be noticed to the residents for a sealed bid auction with a minimum reserve; if the minimum reserve is not met at the sealed bid auction the vehicle will be sent to public auction; and

**RESOLVED FURTHER**, that when using the sealed bid process, all bids will be opened by the Purchasing & Supply Manager, and the highest bid will be accepted; and

**RESOLVED FURTHER**, that all such sales will be for cash and will be consummated, including removal of the obsolete equipment from GRF premises, within two weeks of acceptance of bid, and

**RESOLVED FURTHER**, that any equipment that is deemed to pose a significant threat to the safety of a purchaser or user, or would cost more money to sell than the estimated value of the item, or remains unsold after all reasonable efforts are made, will be disposed of in the proper waste receptacle and in compliance with applicable laws and ordinances after notification to the GRF Treasurer; and

**RESOLVED FURTHER**, that any individual participating in the decision to dispose of an obsolete item shall be precluded from purchasing that item; and

**RESOLVED FURTHER**, that Resolution 90-16-41 adopted September 6, 2016 is hereby superseded and cancelled; and

**RESOLVED FURTHER**; that the officers and agents of this Corporation are directed on behalf of the Corporation to carry out this resolution.