

OPEN MEETING

**MINUTES OF THE SPECIAL OPEN MEETING OF THE BOARD OF DIRECTORS  
OF LAGUNA WOODS MUTUAL NO. FIFTY  
A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**August 3, 2018**

The Board of Directors of Laguna Woods Mutual No. Fifty, a California non-profit mutual benefit corporation, reconvened the July 24, 2018 Special Open Meeting at 9:00 a.m. on Friday, August 3, 2018 at 24055 Paseo Del Lago West, Laguna Woods, California.

**Directors Present:** Ryna Rothberg-Chair, Al Amado, Inesa Nord-Leth (left at 11:00 am), June Greenwald, and John Dalis

**Directors Absent:** None.

**Staff Present:** Katy Howe, Ariana Rodriguez, Kristen Orr, Michael Miller

**CALL TO ORDER**

President Rothberg reconvened the meeting to order at 9:03 p.m. and established that a quorum was present.

**APPROVAL OF AGENDA**

By consensus, the Board approved the agenda.

**2019 Budget Planning**

**GL 5010 – Bad Debt - HOA**

By unanimous consent, the board voted to change general ledger item #5010 – Bad Debt in the HOA Department from \$155,207 to \$15,500 for the 2019 Budget.

**GL 5460 – Property Ins. Premium - HOA**

By unanimous consent, the board voted to not change general ledger item #5460 – Property Ins. Premium in the HOA Department and leave it as \$14,346 for the 2019 Budget.

**GL 7005 – Consulting Services - HOA**

By unanimous consent, the board voted to change general ledger item #7005 – Consulting Services in the HOA Department from \$42,000 to \$20,000 for the 2019 Budget.

**GL 7030 – General Council - HOA**

By unanimous consent, the board voted to change general ledger item #7030 – Legal Services, General Council in the HOA Department from \$52,500 to \$30,000 for the 2019 Budget.

**GL 8900 – Owned Unit Assessments - HOA**

By unanimous consent, the board voted to change general ledger item #8900 – Owned Unit Assessments in the HOA Department from \$897,000 to \$1,014,000 for the 2019 Budget.

**GL 8909 – Commissions - HOA**

By unanimous consent, the board voted to change general ledger item #8909 – Commissions in the HOA Department from \$12,201 to \$0 for the 2019 Budget.

**GL 5045 – Dues & Subscriptions - Administration**

By unanimous consent, the board voted to not change general ledger item #5045 – Dues & Subscriptions in the Administration Department and leave it as \$4,000 for the 2019 Budget.

**GL 5195 – Miscellaneous - Administration**

By unanimous consent, the board voted to not change general ledger item #5195 – Miscellaneous in the Administration Department and leave it as \$13,150 for the 2019 Budget.

**GL 5300 – Salaries & Wages - Administration**

By unanimous consent, the board voted to not change general ledger item #5300 – Salaries & Wages in the Administration Department and leave it as \$460,810 for the 2019 Budget.

**GL 5330 – Health Benefits/Life - Administration**

By unanimous consent, the board voted to change general ledger item #5330 – Health Benefits/Life in the Administration Department from \$17,730 to \$10,000 for the 2019 Budget.

**GL 5385 – Payroll Taxes 401K - Administration**

By unanimous consent, the board voted to change general ledger item #5385 – Payroll Taxes 401K in the Administration Department from \$9,581 to \$0 for the 2019 Budget.

**GL 5330 – Health Benefits/Life - Housekeeping**

By unanimous consent, the board voted to not change general ledger item #5300 – Health Benefits/Life in the Housekeeping Department and leave as \$3,102 for the 2019 Budget.

**GL 7230 – Education/Training – Food Service**

By unanimous consent, the board voted to change general ledger item #7230 – Education/Training in the Food Service Department from \$12,192 to \$8,000 for the 2019 Budget.

**GL 7285 – Marketing – Food Service**

By unanimous consent, the board voted to change general ledger item #7285 – Marketing in the Food Service Department from \$54,336 to \$5,000 for the 2019 Budget.

**GL 7422 – Advertising – Food Service**

By unanimous consent, the board voted to change general ledger item #7422 – Advertising to #6330 – Depreciation of Furniture and Fixtures in the Food Service Department and change from \$8,727 to \$30,000 for the 2019 Budget.

**GL 7005 – Consulting Services – Food Service**

By unanimous consent, the board voted to not change general ledger item #7005 – Consulting Services in the Food Service Department and leave as \$22,580 for the 2019 Budget.

**GL 5460 – Property Ins. Premiums - PL &PD – Food Service**

By unanimous consent, the board voted to not change general ledger item #5460 – Property Ins. Premium in the Food Service Department and leave as \$13,405 for the 2019 Budget.

**GL 7155 – Supervisory Wages F&B– Food Service**

By unanimous consent, the board voted to not change general ledger item #7155 – Supervisory Wages F&B in the Food Service Department and leave as \$244,101 for the 2019 Budget.

**GL 7160 – Hourly Wages F&B – Food Service**

By unanimous consent, the board voted to change general ledger item #7160 – Hourly Wages F&B in the Food Service Department from \$964,236 to \$975,000 for the 2019 Budget.

**GL 7170 – Payroll Taxes F&B – Food Service**

By unanimous consent, the board voted to change general ledger item #7170 – Payroll Taxes F&B in the Food Service Department from \$383,525 to \$330,000 for the 2019 Budget.

**GL 7290 – Miscellaneous Expenses F&B– Food Service**

By unanimous consent, the board voted to not change general ledger item #7290 – Miscellaneous Expenses F&B in the Food Service Department and leave as \$12,180 for the 2019 Budget.

**GL 7330 – Uniforms F&B – Food Service**

By unanimous consent, the board voted to not change general ledger item #7330 – Uniforms F&B in the Food Service Department and leave as \$49,841 for the 2019 Budget.

**GL 5300 – Salaries & Wages - Maintenance**

By unanimous consent, the board voted to change general ledger item #5300 – Salaries & Wages in the Maintenance Department from \$774,672 to \$740,000 for the 2019 Budget.

**GL 5330 – Health Benefits/Life - Maintenance**

By unanimous consent, the board voted to change general ledger item #5330 – Health Benefits/Life in the Maintenance Department from \$14,775 to \$0 for the 2019 Budget.

**GL 6408 – Elevator Services - Maintenance**

By unanimous consent, the board voted to change general ledger item #6408 – Elevator Services in the Maintenance Department from \$47,000 to \$30,000 for the 2019 Budget.

**GL 6410 – Equipment Services - Maintenance**

By unanimous consent, the board voted to not change general ledger item #6410 – Equipment Services in the Maintenance Department and leave as \$10,000 for the 2019 Budget.

**GL 6414 – Fire Prevention & Protection- Maintenance**

By unanimous consent, the board voted to not change general ledger item #6414 – Fire Prevention & Protection in the Maintenance Department and leave as \$18,000 for the 2019 Budget.

**GL 6795 – Other Supplies/Repairs & Maintenance - Maintenance**

By unanimous consent, the board voted to change general ledger item #6795 – Other Supplies/Repairs & Maintenance in the Maintenance Department from \$23,250 to \$20,000 for the 2019 Budget.

**ADJOURNMENT**

The open session meeting was adjourned at 11:32 a.m.

Inesa Nord-Leth, Sec.  
Inesa Nord-Leth, Secretary