



**OPEN SESSION**

**MINUTES OF THE REGULAR OPEN MEETING OF THE  
THIRD LAGUNA HILLS MUTUAL BOARD OF  
DIRECTORS A CALIFORNIA NON-PROFIT MUTUAL BENEFIT CORPORATION**

**Tuesday, May 16, 2023 - 9:30 a.m.  
Laguna Woods Village Community Center  
Board Room/Virtual Meeting  
24351 El Toro Road  
Laguna Woods, California**

**Directors Present:** Mark Laws, Jim Cook, Cris Prince, Jules Zalon, Ralph Engdahl, Donna Rane-Szostak, Andrew Ginocchio, Nathaniel Ira Lewis, Moon Yun (arrived at 9:56 a.m.), S.K. Park

**Directors Absent:** Cush Bhada (Excused)

**Staff Present:** Siobhan Foster-CEO, Makayla Schwietert, Paul Nguyen, Robert Carroll, Eric Nunez, Bart Mejia, Carlos Rojas, Steve Hormuth, Michael Horton, Abraham Ballesteros, Catherine Laster

**Others Present:** VMS –Mary Seto, Deb Allen  
GRF – None  
United – None

**1. Call meeting to order / Establish Quorum – President Laws, Chair**

President Laws called the meeting to order at 9:30 a.m. and established that a quorum was present.

**2. Pledge of Allegiance**

Director Engdahl led the Pledge of Allegiance.

**3. Approval of Agenda**

President Laws asked for a motion to approve the agenda.

Director Ginocchio made a motion to approve the agenda. Director Prince seconded.

Hearing no further changes or objections, the agenda was approved by consent.

#### **4. Approval of Minutes**

##### **a. April 18, 2023 – Regular Board Meeting**

##### **b. May 5, 2023 – Agenda Prep Meeting**

Director Lewis made a motion to approve the minutes of April 18, 2023 – Regular Board Meeting. Director Prince seconded.

Hearing no changes or objections, the April 18, 2023 – Regular Board Meeting minutes were approved by consent.

Director Lewis made a motion to approve the minutes of May 5, 2023 –Agenda Prep Meeting. Director Engdahl seconded.

Hearing no changes or objections, the May 5, 2023 –Agenda Prep Meeting minutes were approved by consent.

#### **5. Report of the Chair**

President Laws commented on the following:

- Upcoming Third Board 2024 Budget Proposal Meetings on May 31, 2023 for Maintenance and Construction and General Services, and June 1, 2023 for Landscaping Services

#### **6. Update from the VMS Board – Director Seto**

VMS Director Seto provided an update from the last VMS Board Meeting with the following information:

- Bright Ideas Program
- Vacancy and Termination Trends
- Customer Service KPIs
- Hold Times/Wait Times to Answer Calls
- Ticket Survey to Measure Satisfaction
- Completed Service Orders Through 3/31/23
- Escrow Received to Closed Through 3/31/23
- Spring Real Estate Forum
- Upcoming

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

- A member commented on the Recordable Exclusive Use of Common Area Revocable License (EUCA) legal fee
- Multiple members commented on the financial requirements to purchase a unit
- A member commented on the conditions of the washers and dryers and broken pipes in their building
- A member commented on the financials from the Mutual
- A member commented on solar panels process
- A member commented on The Foundation of Laguna Woods Village

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

- Director Park requested a resident's building information

- Director Engdahl asked for clarity on a resident's broken pipe.
- President Laws commented on financial requirements on living and owning in the village
- President Laws commented on the issues with the washers and dryers
- President Laws commented that he will reach out to the member pertaining to their email
- President Laws thanked the member's update on the Foundation of Laguna Woods Village
- Director Cook commented on the EUCA and boiler plates

## **9. Department Update: Maintenance & Construction Department/Manor Alterations – Bart Mejia and Michael Horton**

Bart Mejia, Maintenance & Construction Assistant Director, and Michael Horton, Manor Alterations Manager, provided a presentation discussing the following topics and took questions from the Board:

- Manor Alterations
- Mutual Consent Process Improvements
- 2023 Q1 Third Mutual - Where Time is Spent
- Mutual Consent Submissions Metrics
- Variance and Resale Process
- Email and Telephone Response
- Email Metrics
- Call Metrics
- Areas of Focus

## **10. CEO Report**

CEO Siobhan Foster reported on:

- Opt out of Paper Mailings
- New Computer Training
- New Ram Promaster 3500 Buses
- New Irrigation System Generates Rebates
- Gate 12
- Asphalt Pavement Program
- Fall Prevention Initiative

CEO Foster answered questions from the Board.

## **11. Consent Calendar** - *All matters listed under the Consent Calendar were recommended for action by committees and were enacted by the Board by one motion. Items removed from the Consent Calendar by members of the Board were moved for further discussion and action by the Board.*

President Laws asked for a motion to approve the Consent Calendar as presented.

Director Cook made a motion to approve the Consent Calendar. Director Park seconded the motion.

Hearing no changes or objections, the motion to approve the Consent Calendar was approved by consent.

- a. Consistent with its statutory obligations the Board members individually reviewed Third Laguna Hills Mutual preliminary financials for the month of March 2023, and by this vote ratify that such review be confirmed in this month's Board Member Open Session Meeting minutes per Civil Code §5501.
  
- b. **Recommendation from the Finance Committee – None**
  
- c. **Recommendation from the Landscape Committee**
  1. **Recommendation to Approve the Request for the Removal of One Evergreen Pear Tree located at 3221-A Via Carrizo**

**RESOLUTION 03-23-45**

**Approve the Request  
for Removal of One Evergreen Pear Tree  
3221-A Via Carrizo**

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees shall not be removed to preserve, enhance or create a view.
- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on May 4, 2023, the Landscape Committee reviewed a request from the Member at 3221-A to remove one Evergreen Pear tree. The Member cited the reasons as litter/debris, personal preference, lack of sunlight and the clogging of the roof gutters; and

**WHEREAS**, staff inspected the condition of the tree and determined that it was in poor condition with many leaves and twigs affected by fire blight, a bacterium that is common and frequently destructive; and

**WHEREAS**, the Committee determined that the tree meets the guidelines set forth in Resolution 03-21-10 and recommends approving the request for the removal of one Evergreen Pear tree located at 3221-A Via Carrizo;

**NOW THEREFORE BE IT RESOLVED**, May 16, 2023, the Board of Directors approves the request for the removal of one Evergreen Pear tree located at 3221-A; and

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

**2. Recommendation to Deny the Request for the Removal of One California Sycamore Tree located at 2506-C Bahia Blanca West**

**RESOLUTION 03-23-46**

**Deny the Request  
for Removal of One California Sycamore Tree  
3506-C Bahia Blanca West**

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees shall not be removed to preserve, enhance or create a view.
- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on May 4, 2023, the Landscape Committee reviewed a request from the Member at 3506-C to remove one California Sycamore tree. The Member cited the reasons as litter/debris, sewer damage, and the accumulation of leaves on the alteration patio causing leaks during the rains; and

**WHEREAS**, staff inspected the condition of the tree and determined that it was in fair condition with no visible infrastructure damage; and

**WHEREAS**, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10 and recommends denying the request for the removal of one California Sycamore tree located at 3506-C Bahia Blanca West;

**NOW THEREFORE BE IT RESOLVED**, May 16, 2023, the Board of Directors denies the request for the removal of one California Sycamore tree located at 3506-C; and

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

**3. Recommendation to Deny the Request for the Removal of One Crape Myrtle Tree located at 3530-B San Amadeo**

**RESOLUTION 03-23-47**

**Deny the Request  
for Removal of One Crape Myrtle Tree  
3530-B San Amadeo**

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees shall not be removed to preserve, enhance or create a view.
- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on May 4, 2023, the Landscape Committee reviewed a request from the Member at 3530-B to remove one Crape Myrtle tree. The Member cited the reasons as bee issues when the tree is in bloom, and a bee sting to her husband could cause health problems; and

**WHEREAS**, staff inspected the condition of the tree and determined that it was in good condition with no signs of pest activity or previous pest damage; and

**WHEREAS**, the Committee determined that the tree does not meet the guidelines set forth in Resolution 03-21-10 and recommends denying the request for the removal of one Crape Myrtle tree located at 3530-B San Amadeo;

**NOW THEREFORE BE IT RESOLVED**, May 16, 2023, the Board of Directors denies the request for the removal of one Crape Myrtle tree located at 3530-B; and

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

**4. Recommendation to Approve the Request for Removal of Two California Sycamore Trees located at 5268 Avenida Del Sol**

**RESOLUTION 03-23-48**

**Approve the Request  
for Removal of Two California Sycamore Trees**

## 5268 Avenida Del Sol

**WHEREAS**, February 16, 2021, that the Board of Directors adopted Resolution 03-21-10 Tree Maintenance Policy which states:

“...Unless there is a purposeful reason, trees should not be removed merely because they are messy, or because of residents’ personal preferences concerning shape, color, size, or fragrance. Trees shall not be removed to preserve, enhance or create a view.

- Trees shall not be removed to preserve, enhance or create a view.
- Trees which are damaging or will damage a structure, pose a hazard, diseased, in failing health or interfering with neighboring trees, will be considered for removal.
- Removal requests will be reviewed by a staff arborist and, if necessary, referred to the Committee...”

**WHEREAS**, on May 4, 2023, the Landscape Committee reviewed a request from the Member at 5268 to remove two California Sycamore trees. The Member cited the reasons as litter/debris and leaves clogging the landscape drains; and

**WHEREAS**, staff inspected the condition of the trees and determined both trees displayed large surface roots, girdling roots, and undermining of the soil which is an indication that there is movement in the root structures; and

**WHEREAS**, the Committee determined that both trees meet the guidelines set forth in Resolution 03-21-10 and recommends approving the request for the removal of two California Sycamore trees located at 5268 Avenida Del Sol;

**NOW THEREFORE BE IT RESOLVED**, May 16, 2023, the Board of Directors approves the request for the removal of two California Sycamore trees located at 5268; and

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

- d. **Recommendation from the Architectural Controls and Standards Committee**
1. **Approve the Variance Request to Retain White Garage Door Color at Manor 5516-C Paseo Del Lago West**

### **RESOLUTION 03-23-49**

#### **Variance Request**

**WHEREAS**, Member located at 5516-C Paseo Del Lago West, a Cabrillo style manor, requests Architectural Controls and Standards Committee approval of a variance to retain the white garage door color; and

**WHEREAS**, a Neighborhood Awareness Notice was sent to Members of affected units notifying them that an application to make an alteration to a neighboring unit had been made and that comments or objections could be made in writing to the

Architectural Controls and Standards Committee or in person at the Architectural Controls and Standards Committee Meeting on May 8, 2023; and

**WHEREAS**, the Architectural Controls and Standards Committee reviewed the variance and moved for approval of the variance to retain the white garage door color;

**NOW THEREFORE BE IT RESOLVED**, on May 16, 2023, the Third Laguna Hills Mutual Board hereby approves the request for to retain the white garage door color; and

**RESOLVED FURTHER**, all costs for maintenance, repair, renovation, replacement or removal of the improvement, present and future, are the responsibility of the Property's Member at 5516-C Paseo Del Lago West and all future Mutual Members at 5516-C Paseo Del Lago West; 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.

**e. Non-Standard Electrical Use Reimbursement Request**

Reimbursement in the amount of \$64.71 to the owner occupants of Manor 2398-3E, for electricity consumption related to restoration work resulting from a moisture intrusion event.

**f. Third Executive Hearings Committee Charter**

**RESOLUTION 03-23-50**

**THIRD LAGUNA HILLS MUTUAL  
EXECUTIVE HEARINGS COMMITTEE CHARTER**

**WHEREAS**, the Third Laguna Hills Mutual (Third) Board of Directors (Board) recognizes the need to address disciplinary matters with adequate time to review and enforce Third's Governing Documents each month; and

**WHEREAS**, that pursuant to Bylaws, Article 7, Section 7.1, the Board determined to establish the Executive Hearings Committee (Committee) as a standing committee of this Corporation for the purpose of hearing disciplinary hearing matters, as well as for determining responsibilities for damage reimbursement situations; and

**NOW THEREFORE BE IT RESOLVED**, on May 16, 2023, that the Board of Directors of this Corporation hereby amends the Members and Responsibilities information for the Committee as follows:

**I. Committee Members**

1. The Board shall appoint either the Board President or the Board First Vice President as the Committee Chair.
2. The Committee shall consist of 3 Board Directors and 2 alternate Board Directors, all will be voting members appointed by the Board upon



recommendation of the Committee Chair.

3. A Committee Member absent from 3 consecutive, regularly scheduled meetings shall no longer qualify for the Committee, unless excused by the Chair.
4. This Committee shall serve at the direction of and at the pleasure of the Board.

#### **I. Responsibilities**

The primary responsibility of the Committee is to recommend general and specific actions related to the Governing Documents for the Board's approval and implementation, including but not limited to:

1. The Committee shall, pursuant to Bylaws Article 4, Section 4.5, hold disciplinary hearings on matters submitted to the Committee by the Compliance Department.
2. The Committee may, pursuant to Bylaws Article 4, Section 4.5.2, take disciplinary action against any Member, Qualifying Resident, Co-occupant, Tenant, and their Guests for breach of the Bylaws, CC&Rs, and other Governing Documents.
3. The Committee shall have full autonomy for the purpose of hearing and acting on Disciplinary Hearing cases.
4. The Committee shall have full autonomy for the purpose of hearing and acting on Common Area Damage Reimbursement cases.
5. Consult, as appropriate and upon Committee approval, with Third Counsel.
6. Function in accordance with the Governing Documents and federal, state, and local laws.
7. Perform such additional functions as may be assigned or referred to the Committee by the Board President as well as those that are necessary and prudent to fulfill the Committee's duties and responsibilities.
8. Function as an advisory and liaison body to the managing agent in matters pertaining to Governing Document changes/implementation and coordinate these matters with other standing committees having related concerns.

**RESOLVED FURTHER**, Resolution 03-15-18 adopted February 17, 2015 is hereby superseded and cancelled.

**RESOLVED FURTHER**, that the officers and agenda of this Corporation are hereby authorized, on behalf of the Corporation, to take such action as they deem appropriate to carry out the purposes of this resolution as written.

## **12. Unfinished Business**

**a. Entertain a Motion to Approve the Revision to the Architectural Standard 41: Solar Panels, 1 Story Buildings (April initial notification – 28-day notification for member review and comments to comply with Civil Code §4360 has been satisfied)**

Director Prince read the following resolution:

**RESOLUTION 03-23-51**

**Alteration Standard 41: Solar Panels, 1 Story Buildings**

**WHEREAS**, the Board of Directors of the Third Laguna Hills Mutual (Board) recognizes the need to amend Standards and create new Standards as necessary; and

**WHEREAS**, the Board recognizes the need to revise Standard 41 - Solar Panels, 1 Story Buildings;

**NOW THEREFORE BE IT RESOLVED**, May 16, 2023, that the Board hereby adopts Standard 41 - Solar Panels, 1 Story Buildings as attached to the official meeting minutes; and

**RESOLVED FURTHER**, that Resolution 03-19-95 adopted September 17, 2019, is hereby superseded in its entirety and no longer in effect; and

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

Director Cook made a motion to approve the resolution for Alteration Standard 41: Solar Panels, 1 Story Buildings. Director Lewis seconded.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

**b. Entertain a Motion to Approve Mailbox Replacement for Buildings 3434-3438**

Discussion ensued among the Board.

Director Cook made a motion to approve mailbox replacement for buildings 3434-3438. Director Lewis seconded.

Hearing no changes or objections, the motion was called to a vote and passed 6-3-1. Directors Rane-Szostak, Laws, and Park voted against, and Director Prince abstained.

**13. New Business**

**a. Entertain a Motion to Approve the 2023 Inspector of Elections**

Director Prince read the following resolution:

**RESOLUTION 03-23-52**

**Approve Inspector of Election Services**

**WHEREAS**, Civil Code §5110 requires an association to select an independent third party or parties as an inspector of elections; and

**WHEREAS**, in accordance with Civil Code §5110, §5115, §5120, and §5125, the Inspector of Elections performs several tasks during an election, including but not limited to print and mail voter packages, inspect and tabulate ballots, and certify results;

**NOW THEREFORE BE IT RESOLVED**, May 16, 2023, that the Board of Directors of Third Laguna Hills Mutual hereby approves awarding a contract to UniLect Corporation to perform Inspectors of Election services for the 2023 Annual Election of Directors; and

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

Director Zalon made a motion to approve the resolution for the Inspector of Election Services. Director Cook seconded.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

**b. Entertain a Motion to Approve the Revision to the Architectural Standard 4: Air Conditioning Units/Heat Pumps (May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

#### **RESOLUTION 03-23-XX**

#### **STANDARD 4: AIR CONDITIONING UNITS/HEAT PUMPS**

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to amend Standards and create new Standards as necessary; and

**WHEREAS**, the Architectural Controls and Standards Committee recognizes the need to revise Standard 4: Air Conditioning Units/Heat Pumps;

**NOW THEREFORE BE IT RESOLVED**, June 20, 2023, that the Board of Directors of this Corporation hereby adopts Standard 4: Air Conditioning Units/ Heat Pumps as attached to the official meeting minutes; and

**RESOLVED FURTHER**, that Resolution 03-23-23 adopted March 21, 2023, is hereby superseded in its entirety and no longer in effect; and

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

Director Cook made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Lewis seconded the motion.

Hearing no changes or objections, the motion was called to a vote and passed unanimously.

- c. Entertain a Motion to Approve the Recordable Exclusive Use of Common Area License Legal Fee (May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

**RESOLUTION 03-23-XX**

**Recordable Exclusive Use of Common Area Revocable License Legal Fee**

**WHEREAS**, approval of variances for the use of common areas that extend beyond the original floorplan and that meet the requirements of Civil Code Section 4600, requires the execution and recordation of a Recordable Exclusive Use of Common Area Revocable License; and

**WHEREAS**, the required agreement should be prepared by the Mutual's legal counsel to ensure protection of the Mutual's interests;

**NOW THEREFORE BE IT RESOLVED**, June 20, 2023, that the Board hereby adopts a flat legal fee of \$750 for the preparation of these agreements as a pass-through charge to the Mutual's legal team; and

**RESOLVED FURTHER**, the processing of agreements for all other approved variances, including exclusive use common area as recognized within the footprint of the property, will utilize a Counsel-prepared and approved boilerplate form at no additional charge to the member; and

**RESOLVED FURTHER**, the current Variance Application fee in the amount of \$150, which includes the preparation of the boilerplate agreement, remains as adopted under the most current Alteration Fee Schedule; and

**RESOLVED FURTHER**, the adopted legal fee for the preparation of the Recordable Exclusive Use of Common Area Revocable License agreement in the amount of \$750 will be in addition to the adopted Variance Application fee and is hereby added to the Alteration Fee Schedule; and

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

Director Cook made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Ginocchio seconded.

Hearing no changes or objections, the motion was called to a vote and passed 8-1-1. Director Zalon voted against and Director Yun abstained.

- d. Entertain a Motion to Approve the Updated Appeal Policy (May initial notification – 28-day notification for member review and comments to comply with Civil Code §4360)**

**Resolution 03-23-XX**

**Appeals Policy Amended, June 20, 2023**

**WHEREAS**, from time-to-time Resident Members seek approval from the Third Laguna Hills Mutual Board of Directors on many matters of Corporate business by way of the committee structure for review of a question that will ultimately be determined by the Board; and

**WHEREAS**, such committees forward recommendations regarding Members' requests to the Third Laguna Hills Mutual Board for consideration, and if the proposed request is disapproved, then such decision is subject to appeal to the Third Laguna Hills Mutual Board by the Mutual Member;

**NOW THEREFORE BE IT RESOLVED**, June 20, 2023, that the Board of Directors of this Corporation hereby establishes and adopts the attached Appeal Policy pertaining to the rights of Members to appeal decisions of Committees of the Board and, as applicable, by the Board regarding certain Corporate business, for this Corporation; and

**RESOLVED FURTHER**, Resolution 03-19-79, adopted August 20, 2019 is hereby superseded in its entirety and canceled; and

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

Director Lewis made a motion to approve the Resolution for discussion purposes and to postpone the final vote for 28-days per Civil Code §4360. Director Park seconded.

There being no objections, the motion was called to a vote and passed 8-2-0. Directors Yun and Zalon voted against.

**14. Third Mutual Committee Reports**

- a. Report of the Finance Committee / Financial Report – Director Rane-Szostak. The committee met on April 4, 2023; next meeting June 6, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- (1) Treasurer's Report
  - (2) Third Finance Committee Report – None

### (3) Resales/Leasing Reports

- b. Report of the Architectural Controls and Standards Committee – Director Cook. The committee met May 8, 2023; next meeting June 12, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. Report of the Maintenance and Construction Committee – Director Engdahl. The committee met on May 1, 2023; next meeting July 3, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Report of the Landscape Committee – Director Lewis. The committee met on May 4, 2023; next meeting June 1, 2023 at 9:30 a.m. in the Board Room and as a virtual meeting.
- e. Report of the Water Conservation Committee – Director Rane-Szostak. The committee met on April 27, 2023; next meeting, July 27, 2023 at 2:00 p.m. in the Sycamore Room.
- f. Report of the Resident Policy and Compliance Committee – Director Laws. The committee met on April 25, 2023; next meeting May 23, 2023 at 9:30 a.m. in the Board Room and as a virtual meeting.

### 15. GRF Committee Highlights

- a. GRF Finance Committee – Director Rane-Szostak. The committee met on April 19, 2023; next meeting June 21, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- b. Community Activities Committee – Director Laws. This committee met on May 11, 2023; the next meeting is June 8, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- c. GRF Landscape Committee – Director Lewis. This committee met on May 10, 2023; the next meeting is August 9, 2023 at 1:30 p.m. in the Board Room and as a virtual meeting.
- d. Media and Communications Committee – Director Cook. The committee met on May 15, 2023; the next meeting is July 17, 2023 at 1:30 p.m. in the Board Room.
- e. Website Ad Hoc Committee – Director Laws. The committee last met on April 12 2023; the next meeting is May 22, 2023 at 12:00 p.m. as a virtual meeting.
- f. Broadband Ad Hoc Committee – Director Prince. This closed committee met on April 25, 2023 and May 15, 2023; the next meeting is May 23, 2023.

- g. Report of the Laguna Woods Village Traffic Hearings – Director Zalon. The hearings were held on April 19, 2023; next meeting May 17, 2023.
- h. Compliance Ad Hoc Committee – Director Laws. This committee met on May 3, 2023; next meeting TBA.
- i. Security and Community Access Committee – Director Park. This committee last met on April 26, 2023, and the next meeting is June 28, 2023, at 1:30 p.m. in the Board Room and as a virtual meeting.
- j. Information Technology Advisory Committee – Director Laws. This closed committee last met on April 28, 2023; next meeting is June 2, 2023.
- k. The following GRF Committees have not met since the last Third Board Meeting of April 18, 2023:
  - i. GRF Maintenance & Construction Committee – Director Engdahl. The committee met on April 12, 2022; next meeting June 14, 2023, at 9:30 a.m. in the Board Room and as a virtual meeting.
  - ii. Clubhouse Facilities Removation Ad Hoc Committee – Director Engdahl. This committee met on March 6, 2023 and March 15, 2023; the next meeting is TBA.
  - iii. Disaster Preparedness Task Force – Director Park. The task force met on March 28, 2023; the next meeting is June 5, 2023 at 9:00 a.m. in the Board Room.
  - iv. Purchasing Ad Hoc Committee – Director Rane-Szostak. This committee last met on March 22, 2023; and the next meeting is TBA.
  - v. Mobility and Vehicles Committee – Director Bhada. This committee met on March 2, 2023; the next meeting is June 7, 2023 at 1:30 p.m. in the Board Room.

**16. Future Agenda Items--** *All matters listed under Future Agenda Items are Resolutions on 28-day public review or items for a future Board Meeting. 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.*

- Entertain a Motion to Approve the Revision to Architectural Standard 4: Air Conditioning Units/Heat Pumps
- Entertain a Motion to Approve the Recordable Exclusive Use of Common Area Revocable License Legal Fee
- Entertain a Motion to Approve the updated Appeal Policy

**17. Directors' Comments - None**

**18. Recess** - *At this time, the meeting will recess for lunch and reconvene to Executive Session to discuss the following matters per California Civil Code §4935.*

The meeting was recessed into closed session at 12:01 p.m.

**Closed Session Agenda**

*Approval of Agenda*

*Approval of the Minutes*

*(a) April 18, 2023 – Regular Closed Meeting*  
*(b) May 5, 2023 – Special Closed Meeting*  
*Discuss and Consider Member Matters*  
*Discuss Personnel Matters*  
*Discuss and Consider Contractual Matters*  
*Discuss and Consider Litigation Matters*

**19. Adjournment**

The meeting was adjourned at 5:11 p.m.

DocuSigned by:

*N. Cris Prince*

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N. Cris Prince, Secretary of the Board  
Third Laguna Hills Mutual