

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVEN
April 18, 2018
Meeting begins at 1:00 p.m.
Administration Building Conference Room A

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE
2. SHAREHOLDER COMMENTS (2-3 minutes per shareholder. Agenda items only.)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Ms. Rapp, GRF Representative
Ms. Hopkins, Mutual Administration Director
Mr. Hurtado, Building Inspector
Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES:
Regular Meeting Minutes of March 21, 2018
Special Meeting Minutes of January 12, 2018 (p. 3)
6. BUILDING INSPECTOR'S REPORT Mr. Hurtado
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p. 5)
7. **UNFINISHED BUSINESS**
 - a. Architectural Standards and Patio Covers Mr. Bennett
 - b. Emergency Information Mrs. Rogers
 - c. Annual Meeting Refreshments update Mrs. Rotter
8. **NEW BUSINESS**
 - a. 2017-2018 Annual Report – Mutual Seven's Report and Photos
 - b. Accept Roofing Bid for Buildings 155, 156, 157, 159, 170 and 171 (p. 7)
 - c. Painting Utility Plates – Advance Custom Painting (p. 9)
 - d. Angle Turn Concrete Repair at 157-A (p. 11)
 - e. Contractor's Ban in Mutual Seven (p. 13)
 - f. Bulk Cable Service Agreement – Superwire (p. 15-16)
 - g. Emergency Information Council (p. 17)
 - h. Cancel May meeting due to Annual Shareholders Meeting (p. 19)

STAFF SECRETARY BREAK 3:00 p.m.

- | | | |
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| 9. | SECRETARY / CORRESPONDENCE | Ms. Rettela |
| 10. | CHIEF FINANCIAL OFFICERS REPORT
a. Allocation of 2017 GRF Excess Income (p. 21) | Mrs. Fellows |
| 11. | GRF REPRESENTATIVE | Ms. Rapp |
| 12. | MUTUAL ADMINISTRATION DIRECTOR | Ms. Hopkins |
| 13. | ANNOUNCEMENTS | |
| 14. | COMMITTEE REPORTS | |
| 15. | DIRECTORS' COMMENTS | |
| 16. | SHAREHOLDER(S)' COMMENTS (2-3 MINUTES) | |
| 17. | ADJOURNMENT | |
| 18. | EXECUTIVE SESSION | |

STAFF SECRETARY WILL LEAVE THE MEETING BY 4:10 p.m.

**NEXT MEETING ANNUAL SHAREHOLDERS' MEETING
FRIDAY MAY 18, 2018 AT 10:00 A.M. IN CLUBHOUSE 4**

**NEXT REGULAR BOARD MEETING: JUNE 20, 2018, AT 1:00 P.M.
ADMINISTRATION BUILDING CONFERENCE ROOM A**

**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SEVEN**

January 12, 2018

A Special Meeting of the Board of Directors of Seal Beach Mutual Seven was called to order by President Rotter at 11:04 a.m. on Monday, January 12, 2018, in Building 5, Physical Property Conference Room.

Those members present were: President Rotter, Vice President Rogers, Secretary Rettela, CFO Fellows, and Directors Bennett and Moore. Also present were Facilities Director Mark Weaver, and Projector Coordinator David Rudge. One Mutual Seven shareholder was present.

The purpose of the meeting was to discuss the Roofing Project.

There being no further business to conduct, President Rotter adjourned the meeting at 12:10 p.m.

Attest

Joyce Rettela, Secretary
SEAL BEACH MUTUAL SEVEN

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INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(07) SEVEN**

INSPECTOR: **George Hurtado**

MUTUAL BOARD MEETING DATE: **April 18, 2018**

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
175L	carport cabinet	yes	01/30/18	03/20/18	no		Mike Banfield
150J	entry door, window	yes	01/26/18	03/30/18	no		Swenmen
170L	washer dryer-microwave, dishv	yes	02/05/18	04/15/18	no		Alpha Master
171F	laminat floor	yes	02/21/18	03/25/18	no		Kary's Carpet
170F	awning	yes	03/12/18	05/16/18	no		AAA Awnings
145E	ADA cutdown	yes	03/08/18	04/20/18	no		Nu Kote
152C	vinyl flooring	yes	04/03/18	06/09/18	no		Bixby Flooring
167J	ADA cutdown	yes	03/21/18	04/27/18	no		Nu Kote
150H	panel,microwave,dishwaser	yes	03/12/18	05/31/18	no		Los Al Builders
145A	ADA shower	yes	04/06/18	05/19/18	no		NuKote
170L	carport cabinet	yes	3/15/18/	03/30/18	no		Imagination Unlimited
170B	washer/dryer,cabinets	yes	01/03/18	04/20/18	no		Ogan

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
157H		03/13/18					
168L		04/11/18					
164A		04/11/18					

NMI = New Member Inspection **PLI** = Pre-Listing Inspection **NBO** = New Buyer Orientation
FI = Final Inspection **FCOEI** = Final COE Inspection **ROF** = Release of Funds

CONTRACTS

CONTRACTOR	PROJECT
Fenn	termites and pests
Total Landscape	gardening
Empire Pipe	sewer cleaning
Innovative Cleaning Services	laundry rooms / partitions
Jordan Roofing	buildings 155, 156, 157, 159, 170, 171

SPECIAL PROJECTS

CONTRACTOR	PROJECT
Jordan Roofing	buildings 155,156,157,159,170, 171

APARTMENT VISITS

Various

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: ACCEPT ROOFING BIDS FOR BUILDINGS 155, 156, 157, 159, 170 AND 171
(NEW BUSINESS ITEM B)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

I move to accept the the Roofing Bid from _____ for Buildings 155, 156, 157, 159, 170 and 171, at a cost not to exceed\$ _____, an authorize the President to sign the contract.

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: PAINTING UTILITY PLATES – ADVANCE CUSTOM PAINTING
(NEW BUSINESS ITEM C)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

I move to accept the bid from Advance Custom Painting to paint Utility Plates, in Mutual Seven, at a cost not to exceed\$ _____, an authorize the President to sign the contract.

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: ANGLE TURN CONCRETE REPAIR AT 157-A
(NEW BUSINESS ITEM D)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

I move to approve the angle turn concrete repair at 157-A, at a cost not to exceed \$_____, and authorize the President to sign the contract. Work to be completed by _____.

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: CONTRACTOR'S BAN IN MUTUAL SEVEN (NEW BUSINESS ITEM E)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

At the April 18, 2018, Board Meeting, the Mutual Board of Directors will vote to ban Contractors from performing any and all services in Mutual Seven.

I move that effective immediatley the following Contractors be banned from performing any and all services in Mutual Seven

- 1.
- 2.
- 3.
- 4.

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: BULK CABLE SERVICE AGREEMENT – SUPERWIRE
(NEW BUSINESS ITEM F)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

At the April 5, 2018, Presidents Council, Executive Director Randy Ankeny, discussed the Bulk Cable Service Agreement with Superwire. Mr. Ankeny has respectfully requested that each Mutual Board authorize GRF to seek and negotiate as directed and on behalf of the combined Mutuels a new bulk cable agreement. Of note: such action by the Mutuels require unanimous consent, as preliminary research on cable providers, note exclusive rights.

Please be advised, on February 18, 2019, the agreement between GRF and Superwire will terminate and action is requested by each Mutual Board as follows.

Resolution to authorize GRF to negotiate a mutually beneficial bulk cable service agreement:

WHEREAS, GOLDEN RAIN FOUNDATION (hereinafter "GRF") through its volunteer Board of Directors, is responsible for management, control and administration of a residential common interest development (the "Project"), under the Declaration of Trust ("Trust"), which grants the Foundation the authority to manage and govern trust property and community facilities, all within what is known as Seal Beach Leisure World, consisting of sixteen (16) Mutuels (hereinafter the "Mutuels");

WHEREAS, notwithstanding the foregoing, GRF is not a housing provider, and neither owns or operates any housing for the residents in the Project;

WHEREAS, each Mutual in Seal Beach Leisure World, is its own fully-functioning association with its own Occupancy Agreements, Bylaws, Rules, Resolutions and Policies. Mutual Boards direct GRF to take action on their behalf pursuant to the Management Agreements between GRF and each Mutual, and pursuant to applicable law;

WHEREAS, the Management Agreements between GRF and each Mutual state that GRF has the duty to "operate and maintain the Project according to the highest standards achievable consistent with the overall plan of the [Mutual] and the interests of the consenting parties...GRF shall be expected to perform such other acts and deeds as are reasonable, necessary and proper in the discharge of its duties under this Agreement." (Management Agreement, FOURTH, Section (m) (Mutuels 1-11; 14-15; 17); FOURTH (o) (Mutual 12); FOURTH (n) (Mutual 16));

Resolution to authorize GRF to negotiate a mutually beneficial bulk cable service agreement (continued):

WHEREAS, the Management Agreements between GRF and each Mutual state that GRF has a duty to "Take such action as may be necessary to comply promptly with any and all orders or requirements affecting the premises placed thereon by any federal, state, county, or municipal authority having jurisdiction thereover." (Management Agreement, FOURTH, Section (f) (Mutuals 1-11; 14-15; 17); FOURTH, Section (g) (Mutuals 12, 16));

WHEREAS, the agreement between GRF and Superwire Telecom, Inc, shall expire on February 18, 2019;

WHEREAS, negotiations for any bulk cable services will require the joint and unanimous consent of all Mutuals to authorize GRF to negotiate a bulk cable service agreement for a period not to exceed five (5) years;

NOW, THEREFORE, be resolved that the following Resolution is adopted by the Board of Directors:

The officers and staff of GRF are hereby authorized on behalf of the Mutual to negotiate a mutually beneficial bulk cable service agreement for a period not to exceed (5) years. Such authorization is contingent upon the collective approval of all Mutual Boards.

March 16, 2018

To All Mutual Boards of Directors,

It is understood that the Golden Rain Foundation and/or any Mutual Board of Directors do not have responsibility to provide supplies or emergency services to residents of Leisure World in the event of a disaster.

It is therefore important for every resident to become informed on what to do to be ready for such an occurrence and not expect that help will be available.

The Emergency Information Council (EIC) are members/residents of mutuals in Leisure World who meet and gather information on disaster preparedness to help spread the word and encourage everyone to be proactive in self-sufficiency.

The council is asking your support in this effort by requesting a representative from your mutual to attend the monthly EIC meetings. The benefit of participation would be the increased awareness of personal responsibility in this area and steps that can be taken by each of us to help ourselves.

Respectfully,

Kathy Almeida
EIC Chairperson
M1.kalmeida@yahoo.com

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: CANCEL MAY MEETING DUE TO ANNUAL SHAREHOLDERS MEETING
(NEW BUSINESS ITEM H)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

On April 18, 2018, the Mutual Board will discuss cancelling the Regular Monthly meeting of May 16, 2018, due to the Annual Shareholders Meeting taking place on May 18, 2018.

I move to cancel the Regular Monthly Meeting of May 16, 2018, due to the Annual Shareholders Meeting taking place on May 18, 2018.

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Mutual Corporation No. Seven

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: ALLOCATION OF 2017 GRF EXCESS INCOME
(CHIEF FINANCIAL OFFICERS REPORT ITEM A)
DATE: APRIL 18, 2018
CC: MUTUAL FILE

On March 27, 2018, the Golden Rain Foundation passed a motion to distribute its 2017 excess income of to all the Mutual Corporations. The funds will be distributed based on a pro-rata basis and will be included in the monthly settlement amount on April 5, 2018.

I move to accept the 2017 GRF excess income distribution of \$7,446 and to deposit the funds into the Operating Fund.