

**MINUTES OF THE ANNUAL MEETING OF SHAREHOLDERS  
SEAL BEACH MUTUAL SEVEN  
July 14, 2020**

The annual meeting of the shareholders of Seal Beach Mutual Seven, a California corporation, was called to order by President Sue Rotter on Tuesday, July 14, 2020 at 10:06 a.m., in Clubhouse 4, pursuant to written notice given by the Secretary.

**PLEDGE OF ALLEGIANCE**

Shareholder, Sue Rotter, led the members in the *Pledge of Allegiance*.

**QUORUM**

President Rotter advised that a quorum was present, either in person or by ballot, and she declared the meeting officially in session.

Ms. Cheryl Wilson, Accurate Voting Service, Inc., thanked the mutual for the opportunity to provide this election procedure for the mutual. They are the outside independent election service company that was selected to create the ballot, mail the ballot to the shareholders, and receive the return ballots to be opened today to determine Mutual Seven's new directors. She also advised that a quorum was present.

**SHAREHOLDER DECLARATION**

At the May 20, 2020 regular board meeting, Jim Rotter of Unit 169-J, declared his intent to vote cumulatively at this annual shareholders' meeting.

**CERTIFICATION OF NOTICE OF MEETING**

Secretary Repasi read the certification notice:

I, Patricia Repasi, Secretary for Seal Beach Mutual No. Seven, hereby certify that the Notice of Stockholders' Meeting and Ballot was mailed in accordance with Article IV, Section 4, of the Bylaws of said Corporation to all subscribers of common stock as of June 14, 2020.

**FURTHER, IN ACCORDANCE WITH THE BYLAWS, THE  
CUMULATIVE VOTING PROCEDURE WILL BE USED.**

**INTRODUCTION OF CANDIDATES**

The following candidates nominated were introduced as follows:

Roger Bennett	(Incumbent)	Sue Rotter	(Incumbent)
JoAnn Fellows	(Incumbent)	Lena Stevens	(Incumbent)
Patricia Repasi	(Incumbent)		

**ANNUAL SHAREHOLDERS' MEETING  
SEAL BEACH MUTUAL SEVEN**

**July 14, 2020**

**CLOSING OF NOMINATIONS**

President Rotter requested a motion to close the nominations.

Upon a MOTION duly made by Dorothy Kane, Unit 163-C, and seconded by Dennis Repasi, Unit 159-A, it was

RESOLVED that the nominations be closed.

The MOTION passed.

**BALLOTING**

President Rotter announced that the balloting was now closed. She informed shareholders that they were welcome to observe the counting process on the monitors. She also informed shareholders that the counting of the ballots would be shown live on YouTube.

**POSTING RESULTS**

President Rotter stated that within 15-days of the election, the Board will publicize the results of the elections in a communication directed to all shareholders. Results of the elections would also be posted on the main doors of all clubhouses upon completion of the final tally of ballots.

**MINUTES**

President Rotter asked for a motion to dispense with the reading of the minutes of the last annual shareholders' meeting held on May 17, 2019, and that they be approved as printed and distributed.

Upon a MOTION duly made by Dennis Repasi of, Unit 159-A, and seconded Dorothy Kane of, Unit 163-C, it was

RESOLVED that the reading of the minutes of the annual shareholders' meeting of May 17, 2019, be dispensed with and that they be approved as printed and distributed.

The MOTION passed.

**INTRODUCTION OF CURRENT BOARD MEMBERS AND GUESTS**

President Rotter introduced the current 2019-2020 current Board members:

Sue Rotter, President  
Roger Bennett, Vice President  
Pat Repasi, Secretary

JoAnn Fellows, Chief Financial Officer  
Lena Stevens, Director

President Rotter then introduced Ms. Kathleen Rapp, GRF Representative; Mr. Randy Ankeny, Executive Director; Ms. Jodi Hopkins, Mutual Administration Director and Ms. Ripa Barua, Recording Secretary.

**PRESIDENT'S REPORT**

President Rotter presented her report (attached).

**VICE PRESIDENT'S REPORT**

Vice President Bennett presented his report (attached).

**SECRETARY'S REPORT**

Secretary Repasi presented her report (attached).

**CHIEF FINANCIAL OFFICER'S REPORT**

CFO Fellows presented her report (attached).

**DIRECTORS' REPORTS**

Director Stevens presented her report (attached).

**GRF REPRESENTATIVE'S REPORT**

Ms. Rapp presented her report (attached).

**EXECUTIVE DIRECTOR'S REPORT**

Mr. Ankeny presented his report (attached).

**MUTUAL ADMINISTRATION MANAGER'S REPORT**

Ms. Hopkins presented her report (attached).

**ANNUAL SHAREHOLDERS' MEETING  
SEAL BEACH MUTUAL SEVEN**

**July 14, 2020**

A brief recess was called from 10:36 a.m. to 10:47 a.m., to complete the tabulation of votes.

**ELECTION RESULTS**

Accurate Voting Service, Inc., reported the following results of the election to the shareholders present. With 222 members representing 59% of the total voting power in Seal Beach Mutual No. Seven the following candidates were elected for the 2020-2021 term of office. Roger Bennett elected with 201 votes; JoAnn Fellows elected with 222 votes; Patricia Repasi elected with 199 votes; Sue Rotter elected with 228 votes; and Lena Stevens elected with 199 votes.

**ANNOUNCEMENT**

President Rotter stated that when the counting is completed, the newly elected board will hold its organizational meeting to elect officers.

**ADJOURNMENT**

There being no further business to conduct, the meeting was adjourned at 10:48 a.m.



Attest, Patricia Repasi, Secretary  
SEAL BEACH MUTUAL SEVEN  
rb 07/14/2020  
Attachments

# 2020 Annual Report

## President

Good morning and welcome to Mutual Seven's first Annual Meeting via U-tube and Zoom. We thank all 3 of you for joining us here in person for the voting results for the 2020 – 2021 Board of Directors. Also joining us today is 1 Shareholder viewing our meeting at home. Here's to hoping next year we can have a record breaking gathering with our pastries, fruit and, the very best part, social time together. We will have a blow-out celebration, everyone come.

Just a short recap of infrastructure projects. We completed the copper repiping of all 32 buildings. We are proceeding with our projected roofing doing five more roofs this summer. This leaves six buildings to re-roof over the next two years. All buildings were surveyed for peeling paint and we have contracted to have the exposed wood sanded, and painted. This will allow us to extend the date to start the painting of all buildings. We also addressed two sidewalks areas, one with a tree root battle, and the other had a standing water concern.

The best part of living in Leisure World is all the activities that are offered. This has been shown to improve and extend our senior years. This all came to a screeching halt with the Covid-19 virus. There are many Zoom activities going on. One group plays BINGO via Zoom. The NOCE classes are on Zoom and some groups are doing exercise. One good thing from this is that people are using our grass areas more, with social distancing and face coverings. A lunch group now meets on the grass with delivered food. I have Zoomed some GRF meetings and if a part does not apply to us I can do something around the house while listening. This is a good time to write a letter or call old friends, it will brighten both your days. I started a quilt but then roofing started. I am sure we will still be locked up well after the roofing and I'll get back to my quilt. I hate to say it but I don't think we will be able to have our holiday get together this year.

I look forward to serving as your Director this coming year. Board meetings are posted in the laundry rooms with instructions on how to attend via Zoom. To all, stay safe, practice social distancing and wear face coverings when outside your home.

Sue Rotter

## Annual Shareholder Meeting Mutual 7

This past year I volunteered to chair the Landscape Committee for Mutual 7, which usually generates the most resident phone contacts with the Board members. This past summer was extremely challenging due to the extreme heat and lack of rain and it took its toll on all of our lawns. We worked closely with our landscaper to address each resident issue on a case by case basis whether it being a sprinkler or dry spot issue. In general, our lawns, trees and shrubbery looked great. We trimmed and thinned the trees that needed attention and reseeded and fertilized the lawns on a regular basis. The entire sprinkler system is getting old and is losing pressure and the Board is going to address this project once the roofing project is completed for the coming year.

Once again, I will be handling the landscape project for the upcoming year so if you have any issues please call me directly or contact your director to address any concerns. We try to be proactive rather than reactive as much as we can but we will try to resolve any problems as they occur.

Mutual 7 is one of the most socially active in Leisure World with our monthly eat outs at local restaurants, Holiday Party, Summer Picnic and 2 separate Swap-Meets but it all came to a screaming halt with the current Corona Pandemic shutdown. Hopefully, when it is absolutely safe to start reopening we will be resuming our Mutual wide activities, but in the meantime our greatest priority will be to remain safe.

*Roger*

MUTUAL 7 ANNUAL SHAREHOLDERS MEETING  
CHIEF FINANCIAL OFFICER'S REPORT  
JULY 14, 2020

These past few months have shown us unprecedented times because of Covid-19. I want to thank our President Sue Rotter, all of my fellow Directors, our mutual GRF Representative Kathy Rapp, the GRF staff, and all of our GRF employees for their dedication and hard work done for our mutual during this past year.

We all work very diligently to help keep Mutual 7 running smoothly and efficiently. This is a team effort of your directors, our mutual inspector George Hurtado, GRF staff, resident volunteers, and all of you who keep an eye out for any problems. Thank you all.

Since our last Annual meeting in May 2019 the board has been very active in upgrading and maintaining our aging buildings and grounds. Financially funds were spent for:

1. Repair of termite and dry-rot damaged areas in our buildings for a cost of \$40,000.
2. Re-roofed buildings 145,151,152,158,169, and 176 with Jordan Roofing and installed new rain gutters. Purchased new range hoods to replace original range hoods in these buildings, and contracted with J C Kress Construction to have new vent pipes installed for all kitchen range hoods. Total price for this roofing project was \$688,583.
3. Re-piped remaining 25 buildings with copper pipe for a total price of \$1,061,390.
4. Purchased 129 new water heaters to replace those that are over 12 years of age in the buildings re-piped. Cost for new water heaters totaled \$76,900.
5. Repaired a portion of the sewer line at building 155 for a cost of \$9,525.
6. Pruned a portion of our tall trees, and removed 3 diseased trees cost \$4,900.

Your board passed a very workable 2020 budget that provides adequate income to meet the anticipated annual expenses of our mutual and also provides a proper reserve for the future maintenance of our buildings and infrastructure.

Financial Summary for:	<u>1/1/2020 – 6/30/20</u>
Total Income	\$ 988,401
Total Operating Expenses	(629,251)
Total Transferred to Reserves	<u>(329,150)</u>
Excess Income prior to Depreciation	<u>\$ 30,000</u>
Restricted Reserve Funds	\$ 1,200,910
Project Commitments for 2020 Roofing	<u>(514,198)</u>
Total Restricted Reserves to date	<u>\$ 686,712</u>

Thank you for allowing me to be your director and CFO for the past 15 years, and I look forward to serving you as a director this next year.

JoAnn Fellows

## **My fellow shareholders,**

Welcome. Glad you're here! I am also happy to be here to begin my second year as one of your directors. I have thoroughly enjoyed being able to help you all, whether it is getting a drain unclogged, or helping you find a contractor to enhance your home. By far, the biggest challenge is trying to learn your names and where you live!

This last year, I was involved with getting new equipment for our laundry rooms from National Service. Our machines were getting old, and repairs were becoming quite expensive, not to mention the cost of completely replacing them when needed. On the whole, now we're seeing repairs done within a day or two at most, which is much better than the sometimes week or more it was taking to have our own service maintenance do the work.

I was also involved with getting window screens installed in all the laundry rooms. If nothing else, it might stop the wasps from making their homes in our laundry rooms.

I also chaired a building captain's meeting last year. It was great to meet all the captains and talk about issues we all have in common as shareholders. I would like to continue with one or two meetings a year, as soon as we're able.

While we are currently not passing around minutes due to safety concerns, we do post these in the laundry rooms. Please check

for them a week-or-two after our scheduled Board meetings, which are held the third Wednesday of each month.

I thank you all for allowing me the privilege of serving as a volunteer board member.

## **MUTUAL 7 ANNUAL SHAREHOLDERS MEETING**

### **DIRECTOR'S REPORT**

Welcome shareholders –

I cannot believe I have been on the Board for a year. It's a real pleasure to serve you as a director. I enjoyed meeting all of you - my friends and neighbors, and truly enjoy helping you every week. It has been a gentle learning curve for me, and when I don't know the answer I have turned to our other Board members and our experienced building inspector, George Hurtado, for assistance. I hope I have helped the Board in making good decisions for all the shareholders.

It has been fun serving on the Board and I will continue to help and contribute to maintain Mutual 7 the best Mutual in Leisure World to thrive.

Lena Stevens

## GRF Representative's Report

As a result of the unprecedented COVID-19 crisis, which has fundamentally affected all of us, Annual meetings of the members have been delayed until now. I want to thank everyone for the opportunity to serve Mutual Seven. I am proud of the way that the GRF Board and the Board of Mutual Seven have taken action to support the community, our Mutual and our fellow Shareholder/members.

The adaptation of processes and strategies by the Mutuals, the GRF Board and the staff have been critical to the recovery ahead. The COVID-19 pandemic reminds us that the operating environment can shift abruptly, but our focus remains on the safety of our residents and our community.

I am pleased to present the GRF Annual Report: a statement of who we are, what we can do and how we are succeeding.



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## 2019/2020 Executive Directors Annual Report

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“There are far better things ahead than we leave behind”

C.S. Lewis

What a heartening quote to sum up the optimism our community feels regarding the effect the of the COVID-19 pandemic- “...there are far better things ahead...” The 2019/2020 Board term has truly been courageous in our collective fight against COVID-19 and in recognizing that we have reached that point in the communities life where we can no longer just place another coat of paint over our problems, but must make the difficult decisions to renew and rebuild, constructing a new, stronger foundation to serve our community well into the future.

Throughout this term, during periods of challenges and change, we have shown our resiliency. Together we are enduring a world changing event; with Coronavirus, we planned, we stayed calm and, most importantly, we are standing together as a community of friends and neighbors.

There are turning points in the life of a community, especially as a community ages past the fifty-year point. Many communities begin to fail and fall into disrepair with depreciating values, simply because Boards have not planned and could not respond to needed change. They could not meet a challenge. They could not change their current trajectory. They could not break free of old commitments and obligations. They did not have the strength.

Strength is a vital component to serve on a Board. We are blessed with caring volunteers who freely give their time to serve their fellow shareholder/members. Our Board members worked together establishing prudent financial planning, creating greater strength, greater courage, greater self-confidence, and greater transparency in what must done to protect and enhance the lifestyle and property values of our community.

Our strength is in working together, building consistency, building consensus regarding the tasks that had to be done, building the resolve to take risks, building the resolution to communicate with people and to unwaveringly address difficulties and dilemmas, building the skill to maintain community responsibilities even when the

actions may impinge upon a few, comprehending that it's the mutual benefit of a majority of the members that counts. This is foundation building for our future and the challenges that will be met and overcome together.

I want to express my sincere gratitude to the Mutual and GRF Board members for your service. Board service is the toughest volunteer role and you took on your Board duties with dedication, grace, and commitment.

My team and I are proud to be part of your community and your lives. Daily I see resilient, strong, and very compassionate people all working together.

We currently are facing times of uncertainty, but also a time of great promise. Yes, there are far better things ahead.

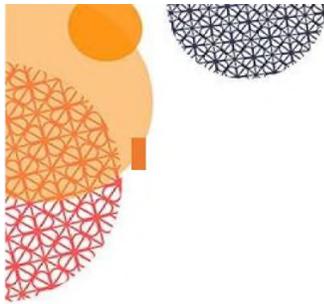
Best Regards,



Randy Ankeny, Executive Director

GRF, Seal Beach, CA

*Together*  
We're making  
a difference



# Annual Mutual Shareholders' Meeting 2020

*The GRF provides an enhanced quality of life for our active adult community of Seal Beach Leisure World.*

Give me a platform and I am going to pick a few moments to celebrate our successes over the last year: please feel free to cheer with us because this has been by far the most difficult year. This pandemic has been an eye-opener for all of us. Moving into uncharted territory as we begin to reopen services requires innovation from us all. If it were not for technology, we would not have learned a new platform zoom; it was difficult at first and we are experts now! It has been a survival kit for us to continue to conduct the Mutual business. How reassuring it has been to know that we can count on all our efforts.

The greatest gift you can give is your time. Volunteers give their time and are the lifeblood of any Community. The work you have accomplished emphasizes the values and priorities of your Community.

Thank you to the Mutual Board of Directors, always answering our calls, responding to our emails, and bringing your dedication, loyalty, commitment, experience, and resources to the job of making life better for all of us.

Our team of staff members, along with the new or returning Mutual Directors, are willing to take on another year to continue the growth of our Community by incorporating everyone and working for the good of all. We will continue to have many successful years.

Thank you to the GRF Board of Directors, more specifically, your GRF Representative.

Thank you to our truly outstanding Executive Director, Mr. Randy Ankeny – whose leadership and vision steered us from day one. Thank you for your extraordinary ability and leadership to guide us always. We appreciate the efforts made by you. With your guidance we are ready to meet the coming challenges.

In closing, my sincere appreciation and gratitude. Thank you to everyone for your part in our journey.

Sincerely,

*Jodi Hopkins, Mutual Administration Director*

