

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

Thursday June 17, 2021

The Board of Directors of Laguna Woods Mutual No. Fifty, a California non-profit mutual benefit corporation, met at 10:00 a.m. on Thursday, June 17, 2021 at 24055 Paseo Del Lago West, Laguna Woods, California.

Directors Present: Ryna Rothberg-Chair, John Carter, Inesa Nord-Leth, Margaret Bennett and Al Amado

Directors Absent: None.

Staff Present: Ariana Rodriguez, Lisa Armstrong, Renee Pedroza,

Others Present: None.

CALL TO ORDER

Director Rothberg called the meeting to order at 10:05 a.m. and established that a quorum was present.

APPROVAL OF AGENDA

By unanimous consent, the Board approved the Agenda.

SECRETARY REPORT

Without objection, the Board approved the minutes of:

- May 20, 2021 General Session Meeting Minutes
- May 27, 2021 General Session Meeting Minutes

CHAIR REMARKS

Ms. Rothberg informed the membership that the Village and the Towers are opening back up.

MANAGEMENT REPORT

Ms. Armstrong gave the management reports for May 2021, including: The Resale Report, the Leasing Report, and the Dining Services Reports (including budget figures/variances).

TREASURER'S REPORT

Director Amado reported on the April 2021 Financials. He mentioned a loss of \$189,000 on Mutual Owned Units due to a lot of vacant units. He highlighted some items overbudget are Maintenance/Plumbing over by \$109,000 over and Electricity over by \$46,000.

Director Amado moved to approve the April 2021 Financial Statements. Director Carter seconded the motion. By a vote of 3-0-2, the motion passed. (Director Nord-Leth & Bennett opposed)

HOMEOWNER FORUM

Resident Kristen Vance, unit 851, questioned the amount of people not vaccinated in the building.

Resident Shelva Lenzkes, unit 401, questioned mold in units due to her allergies not going away, requested testing in her vents and wants the mold gone. She is requesting respect and follow-up from the maintenance department.

- Resident Kay McNamara, unit 254, questioned the rental amount for Mutual Owned Units and commented that the membership should be informed.

The Board and Ms. Armstrong addressed the following comments:

- *Ms. Armstrong informed Ms. Lenzkes that more information is needed so she can further assist her.*
- *Ms. Armstrong informed Ms. McNamara that owners have the right to select their rental amount. Ms. Rothberg mentioned that something can be publicized in the Friday Memo.*
- *Ms. Rothberg informed Ms. Vance that the mask topic will be reviewed later in the meeting.*

COMMITTEE REPORTS

Committee Chairs and/or Board liaisons read their respective reports.

Activities Committee:

The committee informed that there will be a limit on drinks for Happy Hour and the availability of matinee movies.

Marketing Committee:

The committee informed of all the ongoing efforts to bring in more residents, realtor engagement and orientation meetings.

Orientation Committee:

The committee informed orientations have begun and a new resident will begin.

Dining Services Committee:

The committee met with PMP management and Sodexo Management to start a wellness orientation program and new video and reservation system implementation and a waste watch system to reduce cost and reviewing staffing levels.

Landscape Committee:

The committee is currently working on approved projects and will be adding new plants.

Maintenance Committee:

The committee is currently not meeting due to staff being busy with plumbing problems and will meet again when the first-floor remodel begins.

UNFINISHED BUSINESS

M50 Rules & Regulations

Director Nord-Leth read the following resolution:

Resolution M50-21-13

Mutual Fifty Rules & Regulations

WHEREAS, on February 18, 2021, the Mutual Fifty Board of Directors adopted Resolution M50-21-04, outlining rules and regulations of the corporation to be given to escrow and leasing offices for the information of new residents and lessees: and

WHEREAS, with the changes in policies necessitated by COVID-19, these forms needed revision;
NOW THEREFORE BE IT RESOLVED, as of June 17, 2021, the following rules have been approved by the Board of Directors as follows:

1. When a home is purchased in The Towers and the buyer is approved for Membership, he/she becomes a member of Laguna Woods Mutual Fifty, a California non-profit mutual benefit corporation and a resident member in the Golden Rain Foundation of Laguna Woods, also a California non-profit mutual benefit corporation.
2. Laguna Woods Mutual No. Fifty is jointly owned in undivided interest by the 311 owners of the respective condominiums comprising The Towers, which is managed as a condominium project under the direction of its elected resident Board of Directors. The Corporation has retained a managing agent for the purpose of executing its policies and Business Plan.
3. The Golden Rain Foundation holds in trust for all Laguna Woods Village residents all common properties such as golf courses, clubhouses, buses, swimming pools, etc. It is also managed under the direction of its elected resident Board of Directors. Mutual Fifty Directors are elected by the 311 members and Directors of GRF are elected by the corporate members, United Laguna Hills Mutual, Third Laguna Hills Mutual, and Laguna Woods Mutual No. Fifty Board of Directors.
4. The residents of The Towers are provided Front Desk services; housekeeping services; common area maintenance service; dining services; and educational and recreational activities. Services beyond what the Board determines to be basic services may be provided as a chargeable service, at an additional cost to the resident.
5. The Towers is not an assisted care facility. The residents must be capable of self-care or financially able to provide for health care attendants.
6. Personalized Motorized Vehicles are permitted within The Towers common area when prescribed by a doctor.
7. Residents are required to dress in acceptable clothing, appropriate to the location and occasion when in the common areas and to conduct themselves in an acceptable manner. There is a dress code in the dining rooms.
8. The monthly assessment for each condominium does not include property taxes for the condominium, telephone, internet and premium cable service, personal property insurance, and maintenance of the living space of the condominium.
9. Each condominium is provided with housekeeping services - every other week.
10. The monthly assessments include the cost of a daily meal. Additional fees may be charged if the resident purchases more meals than a daily meal.
11. Gratuity to staff is prohibited at The Towers.
12. There have been occasions when residents have been rude to staff, sometimes causing staff members to resign from his/her position. To avoid this, when an incident of rudeness to staff occurs, the Board of Directors may discipline the resident, including fining the resident up to five hundred dollars (\$500.00) depending upon the severity of the incident.
13. Residents are allowed up to two pets in their condominium. Residents who wish to keep pets in their condominium must make application to the Mutual and obtain approval before the pet may reside. Applications are available in The Towers Administration office. The Board of Directors may discipline any resident who violates this policy. This does not apply to personal assistance animals.
14. When Residents plan to move into The Towers or move out of The Towers, they MUST schedule the move with the Front Desk at (949) 597-4278.

15. All construction and remodeling planned within a condominium MUST be scheduled through the Maintenance shop (949) 434-5614.
16. All outside vendors must abide by Visitor Rules.
17. Personal property may not be left anywhere in the Common Area for any period of time.
18. Full-service housecleaning is performed bi-weekly for each resident requesting it.
19. All caregivers must enter the building through the front entrance anytime they enter or re-enter the building (same as any other visitor).
20. All caregivers must go directly to the residence at which they are employed.
21. The Towers' General Manager is authorized by the Board to make exceptions to any of the Rules with the permission of the Board President.

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.

**This resolution will go out for a required 28-day comment period per the Davis-Sterling Act.
These rules are to be effective June 17, 2021**

Director Carter moved to approve the resolution. Director Bennett seconded the motion. Discussion ensued. By a vote of 5-0-0, the motion passed.

Art Studio

Director Nord-Leth moved to approve \$500 for creating a temporary art studio. Director Amado seconded the motion. Discussion ensued. Director Rothberg recommended we are not allowed to remove a unit from the already existing 311 units and that we should utilize the already existing craft room and that Legal Counsel should be consulted. Director Carter moved to table motion until location is evaluated and a resident survey is conducted. Director Rothberg seconded the motion. By a vote of 5-0-0, the item was tabled.

NEW BUSINESS

Approval to Record a Lien on APN 932-962-78

Director Nord-Leth read the following resolution:

Resolution M50-21-14

Approval to Record a Lien on APN: 932-962-78

WHEREAS, Civil Code section 5673 requires the Board of Directors ("Board") of Laguna Woods Mutual No. Fifty ("Association") to authorize, in an open meeting, the recording of liens against the separate interests of owners with delinquent assessments;

WHEREAS, the Owner(s) of, Assessor's Parcel No.: 932-962-78 remain delinquent in the payment of his/her assessments, exclusive of late fees, interest charges, and other collection-related amounts;

WHEREAS, the Board hereby certifies that the following has occurred in compliance with California Civil Code section 5673:

1. The Board of Directors individually voted on this Resolution and did not delegate approval to any third party or agent of the Association.
2. The vote occurred in an open meeting of the Board at which a quorum was present, and thereafter the vote was recorded in the minutes of that meeting of

the Board that was open to all members.

3. A majority those Board members present constituting a quorum has voted in favor of recording a lien for delinquent assessments, late fees, collection fees, and attorney's fees and costs, on the property described above.
4. A copy of this resolution must be attached and made part of the Board's meeting minutes. And the vote to file a Lien against the property listed above has been recorded in the Board meeting minutes.

IT IS HEREBY RESOLVED THAT; the Board has adopted this Resolution to place on lien on this property for the delinquent amounts and any late fees, interest charges, and other collection-related amounts, and that it is signed by a member of the Board vested with the authority to do so. This Resolution was adopted by the Board at an open meeting.

Director Nord-Leth moved to approve the resolution. Director Carter seconded the motion. By a vote of 5-0-0, the resolution passed.

Write-Off for Account 118032807

Director Nord-Leth read the following resolution:

Resolution M50-21-15
Write-Off for Account 118032807

RESOLVED, June 17, 2021, that the Board of Directors of this Corporation hereby authorizes the bad debt write-off of settled account **118032807** to be recorded against the allowance for doubtful accounts in Operating GL 5010, in the amount of \$132,079.64; 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 Nord-Leth moved to approve the resolution. Director Carter seconded the motion. By a vote of 5-0-0, the resolution passed.

Activities Committee Recommendation - Reinstating the Puzzle Room

The activities committee is recommending that the Puzzle Room is reinstating. By unanimous consent the Board directed that staff reinstates the Puzzle Room.

Approve Resale of Unit 1157

Director Nord-Leth read the following resolution:

Resolution M50-21-16
Approval to Sell Unit 1157

WHEREAS, Mutual No. Fifty owns Unit 1157 in Tower 1 as a result of a foreclosure from a previous owner's unpaid association assessments; and

WHEREAS, Mutual No. Fifty has been approached by HSC LLC to purchase Unit 1157 at a price of \$2,300; and

WHEREAS, HSC LLC meets Mutual No. Fifty's income requirements to purchase an A Unit in The Towers; and

WHEREAS, Mutual No. Fifty's Board of Directors has named its General Manager, Lisa Armstrong, as one of its corporate officers for the purposes of signing documents on behalf of the corporation;

NOW THEREFORE BE IT RESOLVED, June 17, 2021, that the Board of Directors of this Corporation hereby approves the sale of Unit 1157 to HSC LLC; and

RESOLVED FURTHER, that the Board authorizes Lisa Armstrong, General Manager, to sign any and all real estate documents pertaining to the sale of Unit 1157; 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 Nord-Leth moved to approve the resolution. Director Amado seconded the motion. By a vote of 5-0-0, the resolution passed.

Approve Resale of Unit 757

Director Nord-Leth read the following resolution:

Resolution M50-21-17
Approval to Sell Unit 757

WHEREAS, Mutual No. Fifty owns Unit 757 in Tower 1 as a result of a foreclosure from a previous owner's unpaid association assessments; and

WHEREAS, Mutual No. Fifty has been approached by HSC LLC to purchase Unit 757 at a price of \$2,300; and

WHEREAS, HSC LLC meets Mutual No. Fifty's income requirements to purchase an A Unit in The Towers; and

WHEREAS, Mutual No. Fifty's Board of Directors has named its General Manager, Lisa Armstrong, as one of its corporate officers for the purposes of signing documents on behalf of the corporation;

NOW THEREFORE BE IT RESOLVED, June 17, 2021, that the Board of Directors of this Corporation hereby approves the sale of Unit 757 to HSC LLC; and

RESOLVED FURTHER, that the Board authorizes Lisa Armstrong, General Manager, to sign any and all real estate documents pertaining to the sale of Unit 757; 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 Nord-Leth moved to approve the resolution. Director Amado seconded the motion. By a vote of 5-0-0, the resolution passed.

Approve Resale of Unit 657

Director Nord-Leth read the following resolution:

Resolution M50-21-18
Approval to Sell Unit 657

WHEREAS, Mutual No. Fifty owns Unit 657 in Tower 1 as a result of a foreclosure from a previous owner's unpaid association assessments; and

WHEREAS, Mutual No. Fifty has been approached by HSC LLC to purchase Unit 657 at a price of \$2,300; and

WHEREAS, HSC LLC meets Mutual No. Fifty's income requirements to purchase an A Unit in The Towers; and

WHEREAS, Mutual No. Fifty's Board of Directors has named its General Manager, Lisa Armstrong, as one of its corporate officers for the purposes of signing documents on behalf of the corporation;

NOW THEREFORE BE IT RESOLVED, June 17, 2021, that the Board of Directors of this Corporation hereby approves the sale of Unit 657 to HSC LLC; and

RESOLVED FURTHER, that the Board authorizes Lisa Armstrong, General Manager, to sign any and all real estate documents pertaining to the sale of Unit 657; 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 Nord-Leth moved to approve the resolution. Director Amado seconded the motion. By a vote of 5-0-0, the resolution passed.

ADJOURNMENT

The Meeting was adjourned at 11:32 a.m.



Inesa Nord-Leth, Secretary

