

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

Thursday July 29, 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, July 29, 2021 at 24055 Paseo Del Lago West, Laguna Woods, California.

Directors Present: Ryna Rothberg-Chair, John Carter, Sue Stephens, Margaret Bennett, and Al Amado

Directors Absent: None.

Staff Present: Ariana Rodriguez, Lisa Armstrong, Renee Pedroza, Ed Presley, Freddy Rodriguez

Others Present: None.

CALL TO ORDER

Director Rothberg called the meeting to order at 10:00 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:

- July 17, 2021 General Session Meeting Minutes
- June 24, 2021 General Session Meeting Minutes
- July 1, 2021 General Session Meeting Minutes

MANAGEMENT REPORT

Ms. Armstrong gave the management reports for June 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 May 2021 Financials.

Director Amado moved to approve the May 2021 Financial Statements. Director Carter seconded the motion. By a vote of 3-0-2, the motion passed. (Directors Stephens and Bennett opposed).

HOMEOWNER FORUM

The Board and Ms. Armstrong addressed resident comments:

The budget is a reflection of differing operations pre and post COVID.

The Dining Committee is addressing the need for more vegetarian options, and possible resumption of morning coffee and cookies.

The Dining Committee will evaluate portion sizes and causes for long wait times.
Residents can request small portion sizes from the server staff.
Maintenance is evaluating manor doors to determine whether an extension is needed at the bottom.

COMMITTEE REPORTS

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

Activities Committee:

Updated report will be given at the next meeting. The next meeting is scheduled for September 13, 2021.

Marketing Committee:

No report given.

Orientation Committee:

No report given.

Dining Services Committee:

Ms. Stephens gave the Dining Services Committee report. The next meeting is scheduled for September 13, 2021.

Landscape Committee:

The committee went on a walk-through and upcoming item that they are requesting proposals on those items. The next meeting is scheduled for September 13, 2021.

Maintenance Committee:

No report given.

UNFINISHED BUSINESS

Art Studio

Director Carter moved to approve the temporary establishment of the art studio on a unit Ms. Stockholm prefers. Director Amado seconded the motion. Discussion ensued. By a vote of 4-0-1, the motion passed. (Director Rothberg opposed)

NEW BUSINESS

Pet Rules

RESOLUTION M50-21-XX **Pet Rules for The Towers**

WHEREAS, Laguna Woods Mutual No. Fifty ("The Towers" or "Mutual No. Fifty") has an existing Pet Policy regarding pets permitted in The Towers; and

WHEREAS, the current pet policy does not include language regarding dogs that pose a danger to others and/or constitute a nuisance to others; and

WHEREAS, the current pet policy does not include language regarding animals that serve as “comfort,” “emotional support,” “therapy” animals, and/or “service animals”;

NOW THEREFORE BE IT RESOLVED, August 19, 2021, that the Board of Directors of the Mutual (“Board”) hereby approves the following Pet Rules for The Towers:

All residents of Mutual No. Fifty who keep dogs, cats, or other household pets must have an annual permit issued by the Mutual for up to two pets. Each pet must weigh 25 pounds or less.

All residents of Mutual No. Fifty who keep dogs, cats, or other household pets must have those pets licensed as required under state and/or local law or regulations, with inoculation records, and spayed or neutered.

Residents must provide a copy of the license, a veterinarian’s certificate verifying inoculations and spaying or neutering to the Administration Office with their permit applications. License and current inoculation records must be provided to the Administration Office annually, with the exception of cats that do not leave the unit.

All residents of Mutual No. Fifty who keep dogs, cats, or other household pets must have an identity collar (or tag) on the animal any time the animal is in common area, identifying the owner, unit, and the pet’s name.

All residents of Mutual No. Fifty who keep dogs, cats, or other household pets must submit a current Certificate of Insurance with their permit application, which provides homeowner’s insurance coverage for any damage done by the pet to persons or Mutual property with a minimum coverage of \$300,000 per occurrence.

Mutual No. Fifty will not tolerate pets known to be aggressive, have a propensity to bite, and/or pose a nuisance to other residents

This policy applies to all residents of Mutual No. Fifty who keep up to two pets.

All residents of Mutual No. Fifty who keep dogs, cats, or other household pets are required to appoint a pet guardian who will be responsible for the care of the pet in case of an emergency or when the owner is not available, at the time of permit application.

Pet Rules

The ability of a resident to keep a pet is, as set forth above, subject to the following rules, which are founded on health and safety considerations of all Mutual residents, visitors and guests. Any resident who believes s/he is entitled to an exception of any of these rules as a reasonable accommodation of a disability may submit a request for a reasonable accommodation to the Mutual.

Each request will be considered on a case-by-case basis. Those requesting an accommodation may be asked for documentation of the need for the accommodation from a health care provider. This includes anyone with language regarding animals that serve as "comfort," "emotional support," "therapy" animals, and/or "service animals".

1. Any pet within the common area inside and/or outside The Towers must be restrained by a leash not to exceed six (6) feet and in charge of a person competent and physically able to restrain and control the pet.
2. Pet owners, when leaving their residence with their pet, are to proceed to the elevator and exit the building by the nearest exit door.
3. Pet owners shall not allow their pets to obstruct or interfere with the rights of other residents, guests or visitors, or annoy them by unreasonable noises at any time.
4. Pet owners are NOT to bring their pets into any of the central Common Areas including the dining rooms, lounges, front desk and mailbox areas. This rule is for the safety of all residents in order to prevent trip hazards.
5. No pet shall be permitted to urinate or defecate within the common area except within the grass areas north of Tower I and west of Tower II. Fecal waste shall be removed forthwith and placed in a sealed double plastic bag by the owner or person in charge of the pet before placing it in the trash chute.
6. Small dogs may be carried while in the elevators to avoid leash tangles or accidents with the automatic doors.
7. Pets must be kept free of fleas at all times.
8. The Mutual's staff is not responsible for the cleanup or disposal of pet refuse.
9. During housekeeping services, pets must be contained or out of the manor.
10. Pet litter and/or waste is never to be disposed of in toilets.
11. If the Mutual receives information that a pet has bitten a person, the Mutual reserves the right to initiate proceedings against the pet owner which may include requesting that the pet be removed from the property. If the parties agree that removal is not necessary, the pet will be required to wear a muzzle at all times while outside of the resident's manor. Additionally, a resident with a pet that has been documented by

Security to have bitten someone at The Towers will be required to increase their homeowner's insurance coverage for any damage done by the pet to persons or Mutual property to \$1,000,000.

12. Visitors with pets must comply with all rules pertaining to pets in Common Area.

13. In case of an emergency, Staff will contact the pet guardian on file when the owner is not available. If Staff is unable to reach the pet guardian within 24 hours, Staff will contact the local animal shelter to care for the pet.

14. Pet owners must comply with all pet-related requirements of Laguna Woods Mutual No. Fifty and the City of Laguna Woods, including a \$35 annual fee.

15. Any resident found to be violating these rules will be brought forward to the Board for disciplinary action pursuant to state law and the Mutual's Governing Documents. The Board may take authorized disciplinary action, with proper notice and hearing where required) including, but not limited to: (1) a fine; (2) payment of the Mutual's attorney fees incurred in enforcing the pet regulations; (3) removal of the pet; and/or (4) termination of the occupancy of the resident in Mutual Fifty.

RESOLVED FURTHER, that Resolution M50-18-79 dated September 20, 2018, is hereby superseded and canceled; and

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

By unanimous consent the Board approved the amendments. This resolution will go out for a required 28-day comment period per the Davis-Stirling Act. These rules are to be effective August 19, 2021.

Dress Code

RESOLUTION M50-21-XX **Dining Room and Common Area Dress Code Rules**

WHEREAS, Laguna Woods Mutual No. Fifty has maintained a dress code for common areas and both the California and Crystal Dining Rooms since the inception of The Towers; and

WHEREAS, good grooming (clothing, hair, face and hands) is expected at all times in the Dining Rooms and Common Areas; and

WHEREAS, the following dress codes for The Towers' Dining Rooms and Common

Areas apply to both residents and their guests (for whom residents are responsible);

NOW THEREFORE BE IT RESOLVED, August 19, 2021, that the Board of Directors of this Corporation, on behalf of the Corporation, hereby states the Laguna Woods Mutual No. Fifty Dining Room and Common Area Dress Codes as shown below:

TOWERS COMMON AREA

The following is unacceptable attire for Towers' CommonArea:

1. Sleep Attire
2. Scrubs
3. Bedroom Slippers
4. Swimwear

CRYSTAL DINING ROOM

A blazer or suit jacket is required for men dining in the Crystal Dining Room*. The following is unacceptable attire for anyone dining the Crystal Dining Room:

1. Shorts
2. Shirts with Messaging
3. Uncollared Shirts (for men)
4. Athletic/Gym Pants/ Leggings
5. Muumuus/ Lounger
6. Blue Jeans-Denim
7. Bedroom Slippers
8. Hats or Bandanas
9. Windbreakers/hoodies/sweatshirts

*men must keep jackets on while in the Crystal Dining Room.

CALIFORNIA DINING ROOM (Dinner)

The following is unacceptable attire for anyone dining in the California DDining Room during dinner hours:

1. Shorts
2. Denim with fading, holes, or frays
3. Shirts or jacket with Messaging
4. Uncollared Shirts or T-Shirts (for men)
5. Athletic/Gym Pants
6. Bedroom Slippers
7. Hats or Bandanas

CALIFORNIA DINING ROOM (Lunch)

The following is unacceptable attire for anyone dining in the California Dining Room during lunch hours:

1. Swimwear (bathing suits/coverups)
2. Sleepwear

RESOLVED FURTHER, that if a member believes that he/she is entitled to an exception to these rules as a reasonable accommodation of a disability, the individual should submit the request to management. Each request will be considered by the Board on a case-by-case basis; and

RESOLVED FURTHER, that the Board should rely on shareholders to report alleged violations of the Dress Code Policy; and

RESOLVED FURTHER, that in an instance where a violation of the Dress Code is observed, the information will be communicated to The Towers General Manager stating the name of the resident/guest, the date, time, and the specific offense, and the General Manager will proceed with the resident disciplinary process; and

RESOLVED FURTHER, that any resident found to be violating these rules will be brought forward to the Board of Directors for a hearing and potential disciplinary action.

RESOLVED FURTHER, that the Board may take disciplinary action authorized by the Mutual's governing documents including, but not limited to 1) imposing a fine subject to the Board's Fee and Penalty Schedule between \$25-500; 2) suspension of common area privileges (including the use of the dining rooms); or 3) termination of the occupancy of the resident in Mutual Fifty with notice and hearing where required.

RESOLVED FURTHER, that Resolution M50-19-30 dated July 18, 2019 is hereby superseded and canceled; 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.

**This resolution will go out for a required 28-day comment period per the Davis-Stirling Act.
These rules are to be effective August 19, 2021**

Director Bennett moved to approve the amended Dress Code. Director Stephens seconded the motion. Discussion ensued. By a vote of 5-0-0, the motion passed.

Mailbox Proposal

Mr. Presley informed the Board that the reserve budget of \$19,000 will not cover replacement of both doors and locks and would be just enough to just do the locks. He also brought the Board's attention to the fact that previous replacement of locks created operational problems. Director Carter moved to

table this item until interior designer from Castle Rock can offer advice. Director Bennett seconded the motion. By unanimous consent the item was tabled.

2020 Reserve Study

Director Carter moved to table this item until Reserve Study Inc. representatives can attend a meeting of the Board and provide more funding solutions and clarification. Director Amado seconded the motion. By a vote of 5-0-0, the item was tabled.

ADJOURNMENT

The Meeting was adjourned at 11:00 a.m.



Sue Stephens, Secretary