

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

Thursday August 19, 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, August 19, 2021 at 24055 Paseo Del Lago West, Laguna Woods, California.

Directors Present: John Carter, Sue Stephens, Margaret Bennett, and Al Amado

Directors Absent: Ryna Rothberg

Staff Present: Ariana Rodriguez, Lisa Armstrong, Renee Pedroza, Ed Presley, Maury Rios, Luis Ramos

Others Present: None.

CALL TO ORDER

Director Carter called the meeting to order at 10:01 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 29, 2021 General Session Meeting Minutes

MANAGEMENT REPORT

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

Director Amado moved to approve the June 2021 Financial Statements. Director Carter seconded the motion. By a vote of 2-0-2, the motion did not pass. (Directors Stephens and Bennett opposed)

HOMEOWNER FORUM

Ms. Armstrong and the Board addressed resident comments:

Guest parking in front of the building requires regular enforcement.

The Board is evaluating whether or not to allow vending machines.

The backdrop on the stage in Lortscher Hall will be reinstalled.

The cost of room service is driven by the significant amount of disposals required.

Maintenance employees will make appointments for work on manors when not an emergency.

Suspicious of theft should be reported to law enforcement.

Refuse and Laundry doors will be checked by Maintenance to ensure proper operation.
Residents need to bring sweaters to events in Lortscher Hall if they tend to be cold when there.

COMMITTEE REPORTS

Committee Chairs and/or Board liaisons gave 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

Reserve Study

The Board met with the Reserve Studies Inc. representative to discuss possible funding options. No Board action was taken.

Pet Rules

RESOLUTION M50-21-19 **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 Areas.
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.

This resolution has satisfied the required 28-day comment period per the Davis- Sterling Common Interest Development Act. These rules are to be effective August 19, 2021.

Director Bennett moved to approve the Pet Policy Resolution. Director Stephens seconded the motion. Discussion ensued. By a vote of 4-0-0, the resolution passed.

Dress Code

RESOLUTION M50-21-20 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;

TOWERS COMMON AREA

The following is unacceptable attire for Towers' Common Area.

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 in the Crystal Dining Room:

1. Shorts
2. Shirts with Messaging
3. Uncollared Shirts (for men)
4. Athletic/Gym Pants
5. Muumuus/ Lounger
6. 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 Dining 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/cover-ups)
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-Sterling Act.
These rules are to be effective August 19, 2021**

Director Bennett moved to approve the Dress Code Resolution. Director Stephens seconded the motion. Discussion ensued. By a vote of 4-0-0, the resolution passed.

NEW BUSINESS
M50 Committees

RESOLUTION M50-21-21
Mutual Fifty Committee Appointments

RESOLVED, August 19, 2021, the Board of Directors of this Corporation is hereby authorized on behalf of the Corporation to establish and appoint Board Liaisons to the following Laguna Woods Mutual No. Fifty committees:

Activities Committee:

Ryan Rothberg

Finance Committee:

Al Amado

Marketing Committee:

Margaret Bennett

Orientation Committee:

Ryna Rothberg

Dining Services Committee:

John Carter

Landscape Committee:

John Carter

Building Maintenance Committee:

Sue Stephens

RESOLVED FURTHER, that Resolution M50-20-05, adopted February 20, 2020 is hereby superseded and cancelled; 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 Bennett moved to approve the Mutual Fifty Committee Appointment Resolution. Director Amado seconded the motion. Discussion ensued. By a vote of 4-0-0, the resolution passed.

Approval to Sell M50 Unit 809

Resolution 50-21-22
Approval to Sell Unit 809

WHEREAS, Mutual No. Fifty owns Unit 809 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 Rosemary Loy to purchase Unit 809 at a price of \$18,000; and

WHEREAS, Rosemary Loy meets Mutual No. Fifty's income requirements to purchase a B 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, August 19, 2021, that the Board of Directors of this Corporation hereby approves the sale of Unit 809 to Rosemary Loy; 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 809; 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 Stephens moved to approve the resolution to sell unit 809. Director Amado seconded the motion. Discussion ensued. By a vote of 4-0-0, the resolution passed.

Unit 606 Resident Request

Director Stephens moved to disapprove resident in unit 606 request to install a walk-in bathtub. Director Bennett seconded the motion. Discussion ensued. By a vote of 4-0-0, the motion passed.

COVID Discussion

The Board discussed the current COVID policies. No Board action taken.

Electrical Conduit in Front of Towers

Director Amado moved to cover up the electrical conduit in the front of the Towers. Director Bennett seconded the motion. By a vote of 4-0-0, the motion passed.

ADJOURNMENT

The Meeting was adjourned at 11:43 a.m.



Sue Stephens, Secretary

