

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

**Thursday October 21, 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, October 21, 2021 at 24055 Paseo Del Lago West, Laguna Woods, California.

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

**Directors Absent:** None.

**Staff Present:** Ariana Rodriguez, Lisa Armstrong, Renee Pedroza, Ed Presley, Freddy Rodriguez, Michael Miller, German Cuenca

**Others Present:** Harry Stallmach (ADEC)

**CALL TO ORDER**

Director Carter called the meeting to order at 10:03 a.m. and established that a quorum was present.

**APPROVAL OF AGENDA**

By unanimous consent the Board approved the Agenda.

**NEW BUSINESS**

ADEC Proposal

Director Stephens moved to approve the ADEC Contract for replacement of sliding glass door seals, channel seals, and rollers in the amount of \$231,038, to be paid out of Reserve Funds. Director Carter seconded the motion. By a vote of 5-0-0, the motion passed. Director Stephens asked ADEC to also prepare a bid for replacing incandescent light bulbs with LED.

**SECRETARY REPORT**

Without objection, the Board approved the minutes of:

- September 23, 2021 General Session Meeting Minutes

**CHAIR REMARKS**

Director Rothberg commented on the results of the food service focus groups. She also stated that the Sodexo contract has been extended for one year and that an RFP will go out in 2022 per standard business practice. She also stated that no changes in the Dining Services contract are anticipated. She also informed the membership that the Board recently attended training in Board Fiduciary responsibilities.

**MANAGEMENT REPORT**

Ms. Armstrong gave the management reports for September 2021, including: The Resale Report, The Leasing Report, and the Dining Services Report.

## **TREASURER'S REPORT**

Director Amado reported on the August 2021 Financials (including budget amounts and variances).

## **HOMEOWNER FORUM**

Residents commented on the following:

- Frank Stern, unit 1406, questioned whether there would be a budget increase due to inflation.
- Shelva Lenzkes, unit 401, stated that vehicles should not be parking in the red zone in front of the building and should use the yellow zone for loading and unloading.
- Kay McNamara, unit 254, commented on the gaps below unit doors and the first-floor renovations.

Ms. Armstrong and the Board addressed resident comments.

## **COMMITTEE REPORTS**

Committee Chairs and/or Board liaisons gave their respective reports:

### Activities Committee:

Ms. Armstrong reported updates and upcoming activities.

### Marketing and Social Media Committee:

Director Bennett reported on the status of social media efforts.

### Orientation Committee:

No report.

### Dining Services Committee:

No meeting. No report.

### Landscape Committee:

No meeting. No report.

### Maintenance Committee:

No meeting. No report.

## **UNFINISHED BUSINESS**

None.

## **NEW BUSINESS**

### **Update Collection Policy**

Director Carter moved to approve the updated collections policy. Director Amado seconded the motion. Discussion ensued. By a vote of 5-0-0, the motion passed.

## **BRIEF ADJOURNMENT**

Due to technical difficulties, the meeting was briefly adjourned for 10 minutes to relocate to another venue. The Board Meeting resumed in the Board Room, however maintained its 'open' status with residents in attendance.

**2022 Draft Budget Review**

By unanimous consent the Board approved the charge for the additional occupant to be considered a fee and not a carrying charge going forward; this fee will include the following expenses: Food Service, Cost of Sales-Food, Hourly Wages F&B, Payroll Taxes-F&B Hourly Wages Only, Health Insurance F&B, Smallware F&B, Cleaning Supplies - F & B, Disposable Supplies, Taxes and Maintenance Trash & Recycling Service, Electric Service, Gas Service, Water/Sewer Service.

By unanimous consent variable expenses for carrying charges/assessments will be calculated by square footage and will include the following expenses: Insurance, Domestic Gas (if common), Electric (if common), Domestic Water (if common), Paint, Roof, and Hot Water Heater (Boilers).

Director Carter moved that Square Footage for Enclosed Patio units will now be included in the overall square footage for the unit and will be included in the carrying charges/assessments, instead of being billed separately. Director Bennett seconded the motion. Discussion ensued. By a vote of 5-0-0, the motion passed.

Director Stephens moved that the square footage for each unit will be updated to reflect the square footage shown in the Condominium Plans recorded in the CC&Rs for each Plan Type, or an average of the calculated square footages of a specific plan type that has varying dimensions for that plan. The square footage should reflect as the following: Model A 493 square feet, Model B 593 square feet, Model C 1,185 square feet, Model D 1092 square feet, Plan F 1760 square feet, Plan G 975 square feet and Plan H 1,581 square feet. Director Bennett seconded the motion. Discussion ensued. By a vote of 5-0-0, the motion passed.

**ADJOURNMENT**

The Meeting was adjourned at 12:54 p.m.



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Sue Stephens, Secretary