

**PLEASE DO NOT DROP INTO THE MAIL SLOTS**

**MINUTES OF THE REGULAR MONTHLY MEETING  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FIVE**

**August 17, 2016**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on Wednesday, August 17, 2016, at 9:00 a.m. in Building Five Conference Room B, followed by the *Pledge of Allegiance*.

**ROLL CALL**

Present: President Coven, Vice President Trembly, Secretary Boryta (9:02 a.m.), CFO Sumners, and Directors, Edginton, Tran, Powell, and Gould

GRF Representative: Mr. Hood

Guests: Nine shareholders of Mutual Five

Staff: Ms. Hopkins, Mutual Administration Director  
Mr. Kranda, Building Inspector  
Mrs. Aquino, Recording Secretary

**MINUTES**

Following a discussion, it was the decision of President Coven to place the approval of the July 19, 2016, Regular Minutes on next month's agenda. Minutes were not available at the time of meeting for approval.

**SHAREHOLDERS' COMMENTS**

Several comments from attending shareholders were made.

**BUILDING INSPECTOR'S REPORT**

Inspector Kranda presented his summary report (attached).

Inspector Kranda left the meeting at 9:27 a.m.

**GRF REPRESENTATIVE'S REPORT**

GRF Representative Hood discussed GRF activity.

**CORRESPONDENCE**

Secretary Boryta went over correspondence.

Following a discussion, and upon a MOTION duly made by President Coven and seconded by Director Gould, it was

RESOLVED, To refund to Unit 105-L the amount of \$174.00 for the cost of the SmartBurners purchased by the shareholder.

The MOTION passed.

**CHIEF FINANCIAL OFFICER'S REPORT**

CFO Sumners presented her financial report (attached).

**MUTUAL ADMINISTRATION DIRECTOR**

Ms. Hopkins discussed Mutual Administration activity.

**UNFINISHED BUSINESS**

Director Powell updated the Board on the completion of the foreign language signs. There will be a meeting with President Coven to finalize the signs for posting in the laundry rooms.

President Coven updated the Board on the SmartBurners project. Five buildings have been completed. President Coven also updated the Board on the schedule of installation. Service Maintenance is to come out twice a week in the morning for installation.

President Coven called a break at 10:30 a.m. to 10:47 a.m.

**NEW BUSINESS**

Following a discussion, and upon a MOTION duly made by President Coven and seconded by Director Gould, it was

RESOLVED, To have permits for patios approved by the Mutual President, and Physical Property Chair if there is a precedent. ARC (Architectural Review Committee) will be consulted for unprecedented plans.

The MOTION passed with one "no" vote (CFO Trembly).

**NEW BUSINESS (continued)**

President Coven updated the Board that the blacktop and asphalt seal has been placed into the reserve study and will be placed on the January 2017 agenda once the reserve study is received and reviewed.

Following a discussion, and upon a MOTION duly made by President Coven and seconded by Secretary Trembly, it was

RESOLVED, To require a mandatory insurance policy from the seller for all non-standard appliances and fixtures for one year.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Vice President Trembly and seconded by Director Gould, it was

RESOLVED, To accept the fall tree care proposal for pruning, not to exceed \$9,500.

The MOTION passed.

**SHAREHOLDER(S)' COMMENTS**

Several shareholders made comments.

**DIRECTOR'S COMMENT**

No Director comments were made.

**ADJOURNMENT**

There being no further business to conduct, President Coven adjourned the meeting at 11:51 a.m. and stated an Executive Session would follow to discuss member issues.

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Attest, Joan Boryta, Secretary  
SEAL BEACH MUTUAL FIVE

ka:8/17/16  
Attachments

**STAFF WILL LEAVE THE MEETING BY 12:10 P.M.**

**NEXT MEETING: Wednesday, September 21, 2016 @ 9:00 a.m.  
BUILDING 5 CONFERENCE ROOM B**

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING AUGUST 17, 2016**

08/1716 RESOLVED, To refund to Unit 105-L the amount of \$174.00 for the cost of the SmartBurners purchased by the shareholder.

RESOLVED, To have permits for patios approved by the Mutual President, and Physical Property Chair if there is a precedent. ARC (Architectural Review Committee) will be consulted for unprecedented plans.

RESOLVED, To require a mandatory insurance policy from the seller for all non-standard appliances and fixtures for one year.

RESOLVED, To accept the fall care tree proposal for pruning, not to exceed \$9,500.