

PLEASE DO NOT DROP INTO THE MAIL SLOTS

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

December 21, 2016

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on Wednesday, December 21, 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, CFO Tran, and Directors Powell, and Gould

GRF Representative: Mr. Hood

Guests: Eight shareholders of Mutual Five

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

SHAREHOLDERS' COMMENTS

There were several comments from attending shareholders.

PRESIDENT'S ANNOUNCEMENTS

President Coven announced that there will be a cooking class with a professional chef to teach shareholders how to use the new SmartBurners on January 23, 2017, in Clubhouse 3, Room 1. There will be an article in The *NEWS*. In addition, she discussed the flooding that occurred during the re-roofing of Building 90.

MINUTES

President Coven asked if there were any corrections on the November 16, 2016, Regular Meeting minutes. There being no corrections, the minutes were approved by acclamation.

President Coven asked if there were any corrections on the June 6, 2016, Special Meeting minutes. There being no corrections, the minutes were approved by acclamation.

President Coven asked if there were any corrections on the December 2, 2016, Special Meeting minutes. There being no corrections, the minutes were approved by acclamation.

BUILDING INSPECTOR'S REPORT

Inspector Kranda discussed the Building 90 re-roofing flooding problems, and the procedures and repairs needed.

Inspector Kranda left the meeting at 9:31 a.m.

GRF REPRESENTATIVE'S REPORT

GRF Representative Hood discussed GRF activity.

CORRESPONDENCE

Secretary Boryta stated there was no correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Tran presented the Mutual financial statement (attached).

COMMITTEES

Carports

Secretary Boryta discussed the Mutual carports.

Physical Properties

Director Gould discussed projects in the Mutual.

UNFINISHED BUSINESS

Director Powell stated that the SmartBurner installations are almost completed.

President Coven discussed the re-roofing problems at Building 90.

President Coven called a break at 10:04 a.m. to 10:19 a.m.

NEW BUSINESS

The Board discussed Policy 7401 – Contractor License and Policy 7401.1 – Licensed and Insured Contractors List. It was the consensus of the Board that no action is needed on these policies.

The Board members discussed adopting Policy 7402.5 – Working Hours - Contractors and rescinding Policy 7402 – Working Hours - Contractors (attached). Upon a MOTION duly made by Director Gould and seconded by Secretary Boryta, it was

NEW BUSINESS (continued)

RESOLVED, To adopt Policy 7402.5 – Working Hours - Contractors and rescind Policy 7402 – Working Hours - Contractors on a preliminary basis until the 30-day posting period is completed.

The MOTION passed.

The Board members discussed adopting Policy 7441.5 – Building Permit Signatures and rescinding Policy 7403.8 – Building Permit Signatures (attached). Upon a MOTION duly made by Director Gould and seconded by Secretary Boryta, it was

RESOLVED, To adopt Policy 7441.5 – Building Permit Signatures and rescind Policy 7403.8 – Building Permit Signatures on a preliminary basis until the 30-day posting period is completed.

The MOTION passed.

The Board discussed Policy 7404 – Notification of Remodeling. It was the consensus of the Board that no action is needed on this policy.

The Board discussed amending Policy 7490.3 – Inspection Service – Building Alterations. It was the consensus of the Board that more research is needed.

The Board members discussed adopting Policy 7410.5 – Unit Fire/Safety Inspection and rescinding Policy 7410 – Apartment Fire/Safety Inspection (attached). Upon a MOTION duly made by Director Gould and seconded by Secretary Boryta, it was

RESOLVED, To adopt Policy 7410.5 – Unit Fire/Safety Inspection and rescind Policy 7410 – Apartment Fire/Safety Inspection on a preliminary basis until the 30-day posting period is completed.

The MOTION passed.

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

RESOLVED, That Mutual Five does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins discussed Mutual Administration activity and distributed the 2016-2017 Property and Liability Insurance Breakdown by Mutual.

DIRECTOR'S COMMENT

Several Directors made comments.

ADJOURNMENT

There being no further business to conduct, President Coven adjourned the meeting at 11:05 a.m. and stated an Executive Session would follow.


Attest, Joan Boryta, Secretary
SEAL BEACH MUTUAL FIVE

cd:12/29/16
Attachments

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

**NEXT MEETING: Wednesday, January 18, 2017, at 9:00 a.m.
BUILDING 5, CONFERENCE ROOM B**

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING DECEMBER 21, 2016**

12/21/16 RESOLVED, To adopt Policy 7402.5 – Working Hours - Contractors and rescind Policy 7402 – Working Hours - Contractors on a preliminary basis until the 30-day posting period is completed.

RESOLVED, To adopt Policy 7441.5 – Building Permit Signatures and rescind Policy 7403.8 – Building Permit Signatures on a preliminary basis until the 30-day posting period is completed.

RESOLVED, To adopt Policy 7410.5 – Unit Fire/Safety Inspection and rescind Policy 7410 – Apartment Fire/Safety Inspection on a preliminary basis until the 30-day posting period is completed.

RESOLVED, That Mutual Five does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.

Mutual Five

CFO Report

December 21, 2016

Our budget is very good although the Mutual made two large deposits of \$18,237.30 and \$22,537.20 for the roofing project. We made some adjustment by re-allocating items of \$17,123.72 for electrical panel replacement; \$7,557.23 of Dry Rot Repair to prepare for roofing is \$7,557.23 from SRO to Infrastructure Reserves as a resolution passed in October.

Several noticeable expenses are \$13,340.40 for general services and \$755.55 for the replacement of one dryer (\$550.) in Bldg 117.

We have already received the schedule for the 2017 Hazard & Liability insurance .Our budgeted annual premium is \$118,966; the actual annual billed amount is \$113,838 for 492 units. Pre-paid amount of \$37,922 for December 2016, \$75,916.00 is billed for the first 9 months then the reduced amount that will be expensed in October through December.

The monthly CFO reported that the Mutual Directors we should be aware that they have been approached by shareholders asking their Mutual director to sign a document agreeing to allow the shareholder to participating in the State of California Property Tax Postponement Program. If the Mutual elects to sign this document, the shareholder will then render their stock certificate to the State Controller's Office (SCO). The State will then put a lien on the entire Mutual parcel (not just the applicant of the unit).

You should also be aware that the postponement is a loan from the State, and accrues a 7% interest rate. The loan and interest become due and payable to the State when the shareholder Dies; Transfers title; Moves or sells the property; Defaults on a senior loan; or Chooses to obtain a reverse mortgage. At that time, the Mutual will be liable to the State for the principal and accrued interest.

As we are quickly approaching the end of the year, we want to make sure that all of 2016's expenses get charged to the correct year. Please give me invoices of non-standard 2016 expenses that haven't been paid yet such as expense reimbursements to individuals, landscape extras, holiday party expenses, or small repair projects.

HAPPY HOLIDAYS!!!

Respectfully submitted, ✓

Debbie Tran - M5 CFO



2017 Hazard & Liability Insurance Premium

<u>Mutual</u>	<u>Units</u>	<u>Prepaid in December</u> (C)	<u>To Be Billed Over 9 Months</u> (D)	<u>Total Annual Premiums</u> (C + D)	<u>2017 Budget</u> (F)	<u>Budget Variance</u> (F - E)	<u>Prepaid Amort. Exp.</u> (C / 12)	<u>Monthly Invoice</u> (D / 9)	<u>Billed Jan - Sep</u> (I + J)	<u>Billed Oct - Dec</u> (I)
1	844	65,053.00	130,232.00	195,285.00	204,079.00	8,794.00	5,421.08	14,470.22	19,891.30	5,421.08
2	864	66,593.00	133,314.00	199,907.00	208,915.00	9,008.00	5,549.42	14,812.34	20,361.76	5,549.42
3	432	33,297.00	66,658.00	99,955.00	104,458.00	4,503.00	2,774.75	7,406.44	10,181.19	2,774.75
4	396	30,523.00	61,103.00	91,626.00	95,753.00	4,127.00	2,543.58	6,789.22	9,332.80	2,543.58
5	492	37,922.00	75,916.00	113,838.00	118,966.00	5,128.00	3,160.17	8,435.11	11,595.28	3,160.17
6	408	31,447.00	62,955.00	94,402.00	98,654.00	4,252.00	2,620.58	6,995.00	9,615.58	2,620.58
7	384	29,598.00	59,252.00	88,850.00	92,851.00	4,001.00	2,466.50	6,583.56	9,050.06	2,466.50
8	348	26,823.00	53,697.00	80,520.00	84,146.00	3,626.00	2,235.25	5,966.33	8,201.58	2,235.25
9	384	29,598.00	59,252.00	88,850.00	92,851.00	4,001.00	2,466.50	6,583.56	9,050.06	2,466.50
10	276	21,273.00	42,587.00	63,860.00	66,737.00	2,877.00	1,772.75	4,731.89	6,504.64	1,772.75
11	312	24,048.00	48,142.00	72,190.00	75,442.00	3,252.00	2,004.00	5,349.11	7,353.11	2,004.00
12	452	34,839.00	69,744.00	104,583.00	109,294.00	4,711.00	2,903.25	7,749.33	10,652.58	2,903.25
14	328	25,281.00	50,611.00	75,892.00	79,310.00	3,418.00	2,106.75	5,623.44	7,730.19	2,106.75
15	502	38,693.00	77,459.00	116,152.00	121,384.00	5,232.00	3,224.42	8,606.56	11,830.98	3,224.42
16	60	4,625.00	9,258.00	13,883.00	14,508.00	625.00	385.42	1,028.67	1,414.09	385.42
17	126	9,712.00	19,442.00	29,154.00	30,467.00	1,313.00	809.33	2,160.22	2,969.55	809.33
	6,608	509,325.00	1,019,622.00	1,528,947.00	1,597,815.00	68,868.00	42,443.75	113,291.00	155,734.75	42,443.75
		509,325.00	1,019,622.00							

25% of Property and Boiler & Machinery and General Liability \$1,359,497 plus 100% of Directors & Officers, Excess Directors & Officers and Cyber Liability \$169,450.

75% of Property and Boiler & Machinery and General Liability \$1,019,622.75

Property Tax Postponement

We have just become aware that Mutual Directors may be approached by shareholders asking the Director to sign a documents agreeing to allow the shareholder to participating in the program. If you elect to sign this document, the shareholder will then render their stock certificate to the State Controller's Office (SCO). The State will then put a lien on the **entire Mutual parcel** (not just the unit in question).

You should also be aware that the postponement is a loan from the State, and accrues a 7% interest rate. The loan and interest become due and payable to the State when the shareholder:

- Dies;
- Transfers title;
- Moves or sells the property;
- Defaults on a senior loan; or
- Chooses to obtain a reverse mortgage.

At that time, the Mutual will be liable to the State for the principal and accrued interest. The Mutual will need to have in place a mechanism (some kind of lien or instrument) allowing them to collect the principal and interest amount from the shareholder or his/her estate or trust.

If your Mutual chooses to sign these documents, I strongly advise that you obtain a copy of the document you signed and provide a copy to the Accounting office for our records. Attached is a page from the application instructions taken from the State's website. This page addresses Cooperative Housing Corporations, such as the Mutuals. Please note that only the Mutual can elect to approve this application for the shareholder. **Golden Rain Foundation will not provide this authorization on behalf of the Mutual.**

For more information, please see the [California State website](#).

MUTUAL OPERATIONS

PHYSICAL PROPERTY

DRAFT POLICY FOR ADOPTION

Working Hours – Contractors – Mutual Five

THAT NOTWITHSTANDING previous action by the Board, it is hereby resolved that contractors engaged by a resident for the purpose of performing interior or exterior remodeling, or installing or removing equipment and/or appliances associated with such work on the apartments in this Mutual, will be permitted to do so only between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday;

DRAFT

MUTUAL ADOPTION:

AMENDMENT(S)

FIVE: 04-15-87

date

MUTUAL OPERATIONS**PHYSICAL PROPERTY****RESCIND – MUTUAL FIVE****Working Hours – Contractors - All Mutuals Except 1, 12, 14, and 15**

THAT NOTWITHSTANDING previous action by the Board, it is hereby resolved that contractors engaged by a resident for the purpose of performing interior or exterior remodeling, or installing or removing equipment and/or appliances associated with such work on the apartments in this Mutual, will be permitted to do so only between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday;

Mutual No. 7 Only (Effective 11-21-00) Replaces Above Paragraph

THAT contractors engaged by a resident for the purpose of performing interior or exterior remodeling, or installing or removing equipment and/or appliances associated with such work on the apartments in this Mutual, will be permitted to do so only between the hours of 8:00 a.m. and 4:30 p.m., Monday through Friday;

FURTHER, contractors shall be allowed to work on Saturdays on projects not requiring inspection by the GRF Physical Property Department and as agreed upon by the Mutual and Physical Property Supervisor;

FURTHER, contractors are not allowed to work on Sundays and holidays.

Mutual No. 17 Only (Effective 05-05-87)

FURTHER, construction work or repair work for units will not be done in the hallways of Mutual buildings. Workmen are to clean up after themselves.

MUTUAL ADOPTION/AMENDMENTS MUTUAL ADOPTION/AMENDMENTS

ONE	See Policy 7402.1	NINE	04-13-87
TWO	04-16-87	TEN	04-22-87
THREE	04-10-87	ELEVEN	04-16-87
FOUR	05-04-87	TWELVE	See Policy 7402.1
FIVE	04-15-87(See Policy 7402.5)	FOURTEEN	See Policy 7502.14
SIX	04-24-87	FIFTEEN	See Policy 7502.15
SEVEN	04-17-87, 11-21-00	SIXTEEN	04-20-87
EIGHT	04-26-87	SEVENTEEN	05-05-98 (see also 7402.17)

(Nov 00)

MUTUAL OPERATIONS

DRAFT POLICY FOR ADOPTION

PHYSICAL PROPERTY

Building Permit Signatures

Mutual Five requires the signature of the Mutual Corporation's president or, in the absence of the president, any officer of the Board, on any building permit, building plan, or change orders issued for apartment remodeling.

DRAFT

MUTUAL ADOPTION

FIVE: *date*

(date)

MUTUAL OPERATIONS**PHYSICAL PROPERTY****RESCIND – MUTUAL FIVE****Building Permit Signatures**

Mutual _____ requires the signature of the Mutual Corporation's president or, in the absence of the president, the vice president, on any building permit, building plans, and change orders issued for apartment remodeling.

Mutual Five Only (Effective 01-17-96)

~~Mutual Five requires the signature of the Mutual Corporation's president or, in the absence of the president, any officer of the Board, on any building permit, building plan, or change orders issued for apartment remodeling.~~

Mutual One Only (Effective 09-22-16)

Mutual One requires the signature of the Mutual Corporation's president or, in the absence of the president, the Vice President, or Physical Properties Director on any building permit, building plan, or change orders issued for apartment remodeling.

Mutual Seven Only (Effective 08-19-15)

Mutual Seven requires the signature of the Mutual Corporation's president or the Physical Property Director, on any building permit, building plans, and change orders issued for apartment remodeling.

MUTUAL ADOPTION**AMENDED****RESCINDED**

ONE:	03-27-03	02-23-06, 09-22-16	
TWO:	07-19-90		
THREE:	07-13-90		
FOUR:	08-06-90		
FIVE:	09-20-95	09-22-92, 01-17-96	<u>(See Policy 7441.5)-date</u>
SIX:	07-27-90	07-23-96	
SEVEN:	07-20-90	08-19-15	
EIGHT:	07-23-90		
NINE:			
TEN:	07-26-90		
ELEVEN:			
TWELVE:			
FOURTEEN:	07-27-90		
FIFTEEN:	07-16-90		
SIXTEEN:			
SEVENTEEN:			

MUTUAL OPERATIONS**ADOPT DRAFT POLICY****PHYSICAL PROPERTY****Unit Fire/Safety Inspection****Biennial Inspection**

WHEREAS, The Occupancy Agreement between each Stockholder and the Corporation provides that the Board may make an inspection of the dwelling unit at any reasonable hour of the day, and

WHEREAS, It is the desire of this Board that such situations be discovered and rectified before harm can come to shareholders or to the structure; now, therefore, be it

RESOLVED, That the Golden Rain Foundation Facilities Director is authorized and instructed to institute a biennial Fire/Safety Inspection of the dwelling units of this Corporation, using appropriate City and County Health, Fire and Building Codes as a basis for developing a checklist of possible violations, and assigning staff members from Physical Property, Security and/or other appropriate departments to work with members of this Board in conducting such an inspection.

RESOLVED FURTHER, that violations of City or County Codes shall be reported by the Golden Rain Foundation Facilities Director to the appropriate City or County agency for such remedial action as is provided under the Code.

MUTUAL ADOPTION

FIVE:

(Draft created 12/21/16 cd)

MUTUAL OPERATIONS**RESCIND MUTUAL 5****PHYSICAL PROPERTY****Apartment Fire/Safety Inspection****Annual Inspection:**

WHEREAS, The Board of Directors of this Corporation is bound by the terms of a Regulatory Agreement with FHA/HUD to maintain the physical structure of the apartment building in the Mutual in good repair and in such condition as will preserve the health and safety of its occupants,

WHEREAS, The Occupancy Agreement between each Stockholder and the Corporation provides that the Board may make an inspection of the dwelling unit at any reasonable hour of the day, and

WHEREAS, it is the desire of this Board that such situations be discovered and rectified before harm can come to residents or to the structure; now, therefore, be it

RESOLVED, That the Golden Rain Foundation Community Facilities Manager is authorized and instructed to institute an annual Fire/Safety Inspection of the dwelling units of this Corporation, using appropriate City and County Health, Fire and Building Codes as a basis for developing a checklist of possible violations, and assigning staff members from Physical Property, Security and/or other appropriate departments to work with members of this Board in conducting such an inspection.

RESOLVED FURTHER, that violations of City or County Codes shall be reported by the Golden Rain Foundation Community Facilities Manager to the appropriate City or County agency for such remedial action as is provided under the Code.

Biennial Inspection:

RESOLVED, That the resolution adopted by this Mutual on (see below) authorizing the institution of an Annual Fire/Safety Inspection of Mutual apartments be amended to read "...the Golden Rain Foundation Community Facilities Manager is authorized and instructed to institute a biennial Fire/Safety Inspection of the dwelling units of this Corporation..."

MUTUAL OPERATIONS**RESCIND MUTUAL 5**

PHYSICAL PROPERTY

Apartment Fire/Safety Inspection

<u>Mutual</u>	<u>Annual Inspection</u>	<u>Biennial Inspection</u>	<u>As Needed</u>
ONE			01-22-87, 04-23-15***
TWO	05-15-75	04-19-79	
THREE	02-20-73	11-14-86	
FOUR	12-04-72	12-01-86	
FIVE	12-20-72	02-19-75 (See Policy 7410.5 - date)	
SIX	12-08-72	12-05-86	
SEVEN	01-19-73 , 10-19-07**	02-21-75	
EIGHT	12-11-72	11-24-86	
NINE	01-08-73	02-10-75 (See Policy 7410.9-June 2016)	
TEN	11-20-72	02-27-75	
ELEVEN	12-21-72	03-20-75	
TWELVE	See Policy 7410.12		
FOURTEEN	12-08-72	11-21-86	03-31-89
FIFTEEN	01-15-73	02-03-75	
SIXTEEN	1972 , 09-18-00*	02-13-75	
SEVENTEEN	See Policy 7410.17		

*In 1972, Mutual Sixteen had annual Inspections; in 1975, the Mutual changed to biennial inspections and, in 2000, the Mutual reverted back to annual inspections.

**On 10-19-07, Mutual Seven reverted back to annual inspections. (Nov. 24, 2014)

***Mutual One will have the fire/safety inspections in Buildings 1 through 35 every odd year and in Buildings 36 through 70 every even year, to begin in 2015.

(Jun 16)

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE

June 6, 2016

In accordance with the Corporation Bylaws, and pursuant to due notice to the Directors, a Special Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on June 6, 2016, at 1:30 p.m. in the Physical Property Conference Room.


Those Directors present were: President Coven, Vice President Trembly, Secretary Boryta, and Directors Powell and Gould. Director Bittner was absent. Also present were one shareholder, Project Coordinator Rudge, and Building Inspector Kranda.

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

RESOLVED, To approve the contract with Kress Construction to install ductwork from cooktop to the roof for no more than \$200, and to install the new cooktop hood provided by Mutual Five, at \$55 per hour.

The MOTION passed.

There being no further business to conduct, President Coven adjourned the meeting at 2:00 p.m.


Attest, Betty Coven, President
SEAL BEACH MUTUAL FIVE

ka: 11/18/16

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
December 2, 2016**

In accordance with the Corporation Bylaws, and pursuant to due notice to the Directors, a Special Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on December 2, 2016, at 1:00 p.m. in the Physical Property Conference Room.

Those Directors present were: President Coven, Vice President Trembly, Secretary Boryta and Directors Powell and Gould. CFO Tran was absent.

The following were discussed:

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

RESOLVED, To rescind Policy 7020 – Approval of Escrows.

The MOTION passed.

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

RESOLVED, To ratify Policy 7731.5 – Internal Dispute Resolution.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Gould and seconded by Secretary Boryta, it was

RESOLVED, To rescind Policy 7331 – Impounds.

The MOTION passed.

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

RESOLVED, To rescind Policy 7331.2 – Impound Account Agreement.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Gould and seconded by Secretary Boryta, it was

RESOLVED, To rescind Policy 7334 – Investment Records.

The MOTION passed.

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

RESOLVED, To rescind Policy 7310 – Mutual Budgets.

The MOTION passed.

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

RESOLVED, To ratify Policy 7020.5 – Approval of Escrows.

The MOTION passed.

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

RESOLVED, To rescind Policy 7301 – Audit Expense.

The MOTION was passed.

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

RESOLVED, To rescind Policy 7331.1 – Interest on Impound Accounts.

The MOTION passed.

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

RESOLVED, To rescind Policy 7320 – Patronage Refunds.

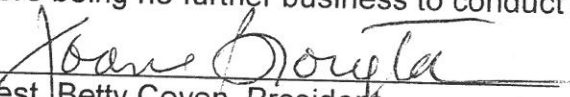
The MOTION passed

Following a discussion, and upon a MOTION duly made by Director Powell and seconded by Secretary Boryta, it was

RESOLVED, To rescind Policy – 7340 Accounts Receivable.

The MOTION passed.

There being no further business to conduct President Coven adjourned the meeting at 1:35 p.m.


Attest, Betty Coven, President
SEAL BEACH MUTUAL FIVE
ka: 12/5/16