

PLEASE DO NOT DROP INTO THE MAIL SLOTS

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

January 18, 2017

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on Wednesday, January 18, 2017, 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
Mrs. Aquino, 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 May 23, 2017, from 2:00 p.m. to 3:00 p.m. in Clubhouse Three, Room 1. There will be an article in The *NEWS*.

MINUTES

President Coven asked if there were any corrections to the December 21, 2016, Regular Meeting minutes. There being no corrections, the minutes were approved by acclamation.

BUILDING INSPECTOR'S REPORT

Inspector Kranda presented his report (attached).

Inspector Kranda left the meeting at 9:22 a.m.

GRF REPRESENTATIVE'S REPORT

GRF Representative Hood discussed GRF activity.

CORRESPONDENCE

Secretary Boryta received one correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

CFO Tran presented the Mutual financial statement (attached).

COMMITTEES

Carports

Secretary Boryta discussed the Mutual carports.

Landscape

Vice President Trembly discussed landscape in the Mutual.

Laundry Rooms

Director Powell discussed the Mutual laundry rooms.

Physical Properties

Director Gould discussed projects in the Mutual.

Special Events

Vice President Trembly discussed the Mutual Five Birthday Party.

UNFINISHED BUSINESS

Director Powell stated that the SmartBurner installations are almost completed.

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

RESOLVED, To rescind Policy 7335 – Cash Disbursements.

The MOTION passed.

UNFINISHED BUSINESS (continued)

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

RESOLVED, To adopt Policy 7465.5 – Skylights and Solar Tubes for Kitchens, Bathrooms, and Permanent Patio Extensions 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 Director Gould and seconded by Vice President Trembly, it was

RESOLVED, To rescind Policy 7403.4 – Skylights for Bathrooms or Kitchens

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 rescind Policy 7403.5 – Skylights in Permanent Roof Extension.

The MOTION passed.

NEW BUSINESS

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

RESOLVED, To adopt Policy 7582.5 – Towing Vehicles 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 Director Gould and seconded by Vice President Trembly, it was

RESOLVED, To rescind Policy 7582 – Towing Vehicles.

The MOTION passed.

NEW BUSINESS(continued)

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

RESOLVED, To amend Policy 7502.5 – Carport regulations 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, To amend Policy 7583.5 – Parking-Portable on Demand Storage (PODS), Trailers, and Storage Containers on a preliminary basis until a 30-day posting period is completed.

The MOTION passed.

President Coven called a break from 10:44 a.m. to 10:59 a.m.

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

RESOLVED, To rescind Policy 7760 – Property Tax Postponement Program.

The MOTION passed.

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

RESOLVED, That Mutual Five discontinue receiving one hard copy of the various Mutuals' monthly minutes in their MAIL BOX in the Stock Transfer Office.

The MOTION passed.

January 18, 2017

NEW BUSINESS (continued)

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

RESOLVED, To postpone discussion regarding the Intent to Withdraw resolution until the February meeting so that the Board can send the Notice of Intent to Withdraw to their attorney for review.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins discussed LW Live, the new email alert system that will be launching soon. This system will provide real time community notification to keep shareholders informed during emergencies and to get the word out about safety, recreation, and governance issues.

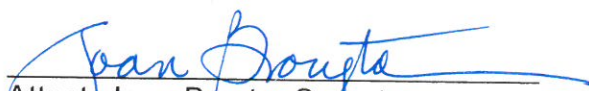
Ms. Hopkins discussed Mutual Administration activity.

DIRECTOR'S COMMENT

Several Directors made comments.

ADJOURNMENT

There being no further business to conduct, President Coven adjourned the meeting at 11:20 a.m. and stated an Executive Session would follow.


Attest, Joan Boryta, Secretary
SEAL BEACH MUTUAL FIVE

ka:1/18/17
Attachments

**NEXT MEETING: Wednesday, February 15, 2017, at 9:00 a.m.
BUILDING 5, CONFERENCE ROOM B**

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING JANUARY 18, 2017**

- 1/18/17 RESOLVED, To rescind Policy 7335 – Cash Disbursements.
- RESOLVED, To adopt Policy 7465.5 – Skylights and Sola Tubes for Kitchens, Bathrooms, and Permanent Patio Extensions on a preliminary basis until the 30–day posting period is completed.
- RESOLVED, To rescind Policy 7403.4 – Skylights for Bathrooms or Kitchens
- RESOLVED, To rescind Policy 7403.5 – Skylights in Permanent Roof Extension.
- RESOLVED, To adopt Policy 7582.5 – Towing Vehicles on a preliminary basis until the 30–day posting period is completed.
- RESOLVED, To rescind Policy 7582 – Towing Vehicles.
- RESOLVED, To amend Policy 7502.5 – Carport regulations on a preliminary basis until the 30–day posting period is completed.
- RESOLVED, To amend Policy 7583.5 – Parking–Portable on Demand Storage (PODS), Trailers, and Storage Containers on a preliminary basis until the 30–day posting period is completed.
- RESOLVED, To rescind Policy 7760 – Property Tax Postponement Program.
- RESOLVED, That Mutual Five discontinue receiving one hard copy of the various Mutuals' monthly minutes in their MAIL BOX in the Stock Transfer Office.
- RESOLVED, To postpone discussion regarding the Intent to Withdraw resolution until the February meeting so that the Board can send the Notice of Intent to Withdraw to their attorney for review.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) Five

INSPECTOR: Eric Kranda

MUTUAL BOARD MEETING DATE: **JANUARY 18,2017**

Print Date: 11/9/2016

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
91-G	HEAT PUMP	BOTH	06/02/16	08/16/16	NO	NONE	YES
91-G	ROOM ADDITION	BOTH	05/25/16	12/01/16	YES	FINAL 12/13/16	ALPHA MASTER
99-G	ROOM ADDITION	BOTH	11/07/16	05/04/17	NO	UNDERGROUND	ALPHA MASTER
100-L	AC	BOTH	12/30/16	01/30/17	NO	FINAL	GREENWOOD
111-D	HEAT PUMP	BOTH	05/25/16	12/01/16	NO	NONE	YES
117-D	SHOWER CUT DOWN	BOTH	10/26/16	11/26/16	NO	NONE	NUKOTE
120-A	WINDOS	BOTH	11/04/16	12/30/16	NO	FINAL	SHOWCASE
120G	KITCHEN REMODEL	BOTH	09/13/16	10/28/16	YES	FINAL 12/13/16	OGAN
120G	CARPET	GRF	12/01/16	12/30/16	NO	FINAL	KARY CARPET
122-D	KITCHEN REMODEL	BOTH	11/23/16	12/31/16	NO	FINAL	SWENMAN
123A	ROOM ADDITION	BOTH	09/10/16	11/20/16	NO	FINAL	LOS AL BLDRS
125A	ROOM ADDITION	BOTH	08/18/16	01/18/17	NO	10/19/16 DRYWALL	LOS AL BLDRS

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
69-G							
70-C		09/07/16	01/04/17	01/04/17	01/13/17		
70-J		10/12/16	12/05/16	12/05/16	12/15/167		
71-F		09/14/16	11/30/16	12/01/16	12/16/16		
94-A		11/01/16					
94-H		09/07/16	09/26/16	09/29/16	10/13/16		
94-I		12/16/16	01/05/17	01/06/17	01/18/17		
95-C		03/24/15					
96-F		01/04/17					
97-A		08/10/16	12/02/16	12/06/16	10/21/16		
104-C		10/13/15	11/21/16	11/22/16	12/05/16		
104-E		10/14/16					
105-E		06/20/16					
106-H		10/12/16					
106-I		04/01/16					
108-J		09/23/16	12/02/16	12/06/16	12/16/16		
108-K		09/30/16					
109-F		09/30/16					
114-H		07/25/16	10/27/16	11/03/16	11/16/16		
115-F		07/03/16	10/27/16	11/03/16	11/18/16		
115-J		06/14/16					
116-L		05/02/16	10/04/16	10/10/16	10/24/16		
119-I		11/18/16	01/05/17	01/11/17			
119-K		09/23/16	11/05/16	11/05/16	11/15/16		
124-F		01/04/17					
125-A		12/16/16					

CONTRACTS

PROJECT	START DATE	END DATE	STATUS
ANDRES LANDSCAPE	GOOD UNTIL 10/2017		
EMPIRE PIPE CLEANING	DONE		
FENN	GOOD UNTIL 03/2017		

SPECIAL CONTRACTS

PROJECT	DESCRIPTION	STATUS
KELLIE VAUGHN		
KRESS	REROOFING 90,91,93,94,95,98,103,114,121	
	HOODS FOR REROOFING 90,91,93,94,95,98,103,114,121	

Mutual Five

CFO Report

January 18, 2017

I am happy to report to you that our Mutual started the New Year with the extra \$29,003 left from our budget of 2016.

In December 2016 , we had some unexpected expenses due to the damage of building 90 during the roofing process such as the temporary lodging for its shareholders, emergency dryout services that all had not been yet accounted.

However, these expenses incurred by the flood damage to building 90 will be paid by the roofing contractor's insurance and building 90 shareholders have been advised to submit their expenses to the insurance adjuster.

For the roofing project, we already paid to Kelly Vaughn Roofing for buildings 90, 91 and 93 about \$59,011.80 which covered the complete cost for Building 90 and mobilization costs for buildings 91 and 93.

Our Mutual also paid for Re-piping of building 92 and 125 for the amount of 75,200 which was physically completed several months ago.

The service maintenance in December was about \$28,300. This amount was mainly comprised of the replacement service and infrastructure service. The replacement service such as refrigerator, kitchen toilet, sinks, hood vents and hot water tanks ...etc was \$5,400 and \$19,300 is attributed to infrastructure costs covered by our reserves. In sum, our December standard service maintenance cost called by shareholders was about \$3,600.

As of December 2016, the balance of our Mutual Reserve was \$560.392.20 .

Respectfully submitted,

Debbie Tran - M5 CFO