SEAL BEACH MUTUAL FIVE **September 21, 2016**

9:00 a.m., Building 5, Room B

1.	CALL TO ORDER	Dr. Coven
2.	PLEDGE OF ALLEGIANCE	Ms. Trembly
3.	ROLL CALL	
4.	INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), AND STAFF: Mr. Hood, GRF Representative Ms. Hopkins, Mutual Administration Director Mr. Kranda, Building Inspector Ms. Day, Recording Secretary Mutual Five shareholders and all guests from other Mutuals	Dr. Coven
5.	ANNOUNCEMENTS	
6.	APPROVAL OF MINUTES: Regular Monthly Meeting of July 20, 2016 Regular Monthly Meeting of August 17, 2016	Dr. Coven
7.	SHAREHOLDERS' COMMENTS (on agenda items only)	
8.	BUILDING INSPECTOR (pages 3-5)	Mr. Kranda
9.	GRF REPRESENTATIVE	Mr. Hood
10.	CORRESPONDENCE	Ms. Boryta
11.	CHIEF FINANCIAL OFFICER'S REPORT	Ms. Sumners
12.	COMMITTEE APPOINTMENTS Ad Hoc Contract Review	Dr. Coven
13.	COMMITTEE REPORTS Landscape Finance Carports Laundry Rooms Emergency Preparedness Physical Properties Policy 7491.5 – Roof Access (pages 6 – 8)	Ms. Trembly Dr. Coven Mr. Edginton Mr. Powell Ms. Tran Mr. Gould
14.	UNFINISHED BUSINESS – a. Project updates: SmartBurners installation b. Roofing	Dr. Coven Mr. Gould

STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT)

- 15. NEW BUSINESS
 - a. Remodeling and water heaters

b. Projects: Homewood Road

Dr. Coven

Dr. Coven

16. MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins

- 17. SHAREHOLDERS' COMMENTS
- 18. DIRECTOR(S') COMMENTS
- 19. ADJOURNMENT
- 20. EXECUTIVE SESSION (member, legal issues)

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

NEXT MEETING: OCTOBER 19, 2016, at 9:00 a.m. Building 5, Room B

cd:9/16/16

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE

INSPECTOR: Eric Kranda

MUTUAL BOARD MEETING DATE: September 21, 2016

į,	CONTRACTÓR / COMMENTS	Hadi	Buenos	Alpha Master	Nukote	Ogan	Greenwood	los altos	TE	Swenman	Bergkvist	Greenwood	Nukote	los altos						
	RECENT		8-19 final Bu	8-29 hop mop Alp		o/nailing	09/08/16 Gr	final	combo	framing	final Be	final	final	nailing los						
YTIVII	CHANGE																			
PERMIT ACTIVITY	COMP. DATE																			
PERN	PERMIT ISSUE																			
	GRE/CITY PERMIT																			
	DESCRIPTION OF WORK	remodel	walk in tub	remodel	refinish	remodel	ac	remodel	remodel	remodel	remodel	ac	refinish	remodel						
	# TIND	71A	72F	91G	101G	102D	105K	106J	108L	109F	112B	117B	123L	124G						

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE

INSPECTOR: Eric Kranda

MUTUAL BOARD MEETING DATE: September 21, 2016

			ESCR	OW AC	ESCROW ACTIVITY		
# LINO	NMI		NBO	E	FCOEI	ROF	DOCUMENTS/COMMENTS
969		09/07/16					
92L	23-Aug						
94A		09/07/16					
95C			09/06/16				
120g					08/18/16		
122C				08/22/16	9/1/		

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE

INSPECTOR: Eric Kranda

MUTUAL BOARD MEETING DATE: September 21, 2016

8	CONTRACTS
CONTRACTOR	PROJECT
Maintenance	repair sprinkler leak at 113 A-L side
Trust One	dryout interiors and repair damage.
Pinnacle	to install a root barrier at building 120

SPECI	SPECIAL PROJECTS
CONTRACTOR	PROJECT
Owens Corning	Production problems/ keeping you informed

MUTUAL OPERATIONS

ADOPTION DRAFT POLICY

PHYICAL PROPERTY

Roof Access – Mutual Five

Purpose: To protect the Mutual 5 roofs from damage and premature wear by limiting the number or workmen and others on the roofs.

No person shall access the roof of any Mutual 5 building without the express permission and approval of the GRF Physical Property Department or the Mutual 5 President and Physical Property chair or in the absence of either of these Directors, one other Director for a total of two Directors.

Emergency circumstances to protect persons or property, of course, preempt any and all such restrictions and limitations.

Access to the roofs for the following should be performed by authorized personnel only and may, in addition, require a GRF permit:

- Skylight repair, upgrade, and cleaning.
- TV antennas: Satellite installation for Direct TV shall be connected to the master multi-family dish. All others shall be pole mounted per Mutual 5 standard. This includes garden poles of the type required based on satellite line of sight. (See exhibit A, pg. 2)
- Gutter cleaning: Shall not be done from the roof.
- Gutter guards: Shall be installed, where necessary, by Mutual 5 only.
- Holiday lights and decorations shall not be installed from or on the roof but may be attached to the gutters with plastic clips.
- Any foreign object landing on the roofs shall be removed by authorized personnel or Service Maintenance only, at the Shareholder's expense.
- Roof access shall be at the ends of the building, not at any point covered by a gutter.
- If any antenna or other objects are placed on any Mutual 5 roof without a permit, it shall be removed at the Shareholder's expense.

MUTUAL OPERATIONS

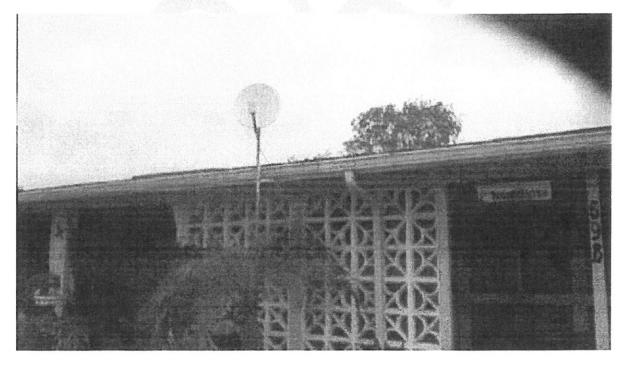
ADOPTION DRAFT POLICY

PHYICAL PROPERTY

Roof Access - Mutual Five

Exhibit A: Pole Mounts





Page 2 of 3

MUTUAL OPERATIONS

ADOPTION DRAFT POLICY

PHYICAL PROPERTY

Roof Access - Mutual Five

MUTUAL ADOPTION

FIVE: *Ratified date*