

PLEASE DO NOT DROP INTO THE MAIL SLOTS

**MINUTES OF THE REGULAR MONTHLY MEETING
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
February 21, 2018**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on Wednesday, February 21, 2018, at 9:00 a.m. in Building Five, Conference Room B, followed by the *Pledge of Allegiance*.

ROLL CALL

Present: President Coven, Vice President Van Wyk, Secretary Boryta, and Directors Cude, Deady and Powell,

Absent: Chief Financial Officer Tran

GRF Representative: Mr. Gould

Guests: Ten shareholders of Mutual Five

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

MINUTES

President Coven asked if there were any corrections to the January 17, 2018, Regular Meeting minutes. There being none, the minutes were approved by acclamation.

President Coven asked if there were any corrections to the January 25, 2018 Special Meeting minutes. Corrections were noted as follows; Vice President Van Wyk should be listed as absent, and Directors Cude and Deady listed as present. The first motion should state Following a discussion, and upon a MOTION duly made by Director Deady and seconded by Secretary Boryta... The second resolution should state; minor repairs to be separate work. The minutes were approved by corrected.

SHAREHOLDERS' COMMENTS

Several shareholder made comments.

BUILDING INSPECTOR'S REPORT

Inspector Jones and Antisdell presented the monthly report (attached).

Following questions, Inspector Jones and Inspector Antisdell left the meeting at 9:49 a.m.

GRF REPRESENTATIVE'S REPORT

GRF Representative Gould presented his report on the GRF activity (attached).

UNFINISHED BUSINESS

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

RESOLVED, To ratify amended/posted Policy 7441.05 –
Building Permit Signatures.

The MOTION passed.

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

RESOLVED, To ratify adopted/posted Policy 7531.05 –
Inspection of Vacant Unoccupied or Occasional Use-Units.

The MOTION passed.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by Vice President Van Wyk and seconded by Director Deady, it was

RESOLVED, To rescind Policy 7210 – Annual Elections, and
adopt Policy 7210.05 – Annual Elections 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 President Coven and seconded by Secretary Boryta, it was

RESOLVED, To approve the underground swale re-
development, between Mutual Four and Mutual Five, at a total
project cost not to exceed \$20,000. Further, the total cost of
the project be equally shared between Mutual Four and
Mutual Five, with Mutual Five cost not to exceed \$10,000.

The MOTION passed.

SECRETARY / CORRESPONDENCE

Secretary Boryta received no correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

In CFO Tran's absence President Coven presented the financial report (attached).

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

RESOLVED, To approve the investment of \$100,000 held in the Restricted Reserve Account, into a CD held at US Bank.

The MOTION passed.

MUTUAL ADMINISTRATION DIRECTOR

Director Hopkins updated the Board on Mutual Administration activity (attached).

COMMITTEES - REPORTS

Physical Property

Director Cude presented his report (attached).

Laundry Rooms

Director Powell presented his report (attached).

Carports

Secretary Boryta presented her report (attached).

Landscaping

Director Deady discussed what the committee is working on.

Building Captains/Caregivers/Pets

Secretary Boryta presented her reports (attached).

DIRECTOR'S COMMENT

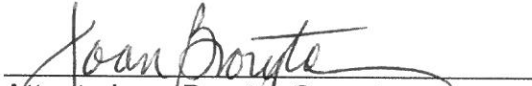
Several Directors made comments.

SHAREHOLDERS' COMMENTS

Several shareholders made comments.

ADJOURNMENT

There being no further business to conduct, President Coven adjourned the meeting at 11:18 a.m. and stated an Executive Session would follow to discuss member issues.


Attest, Joan Boryta, Secretary
SEAL BEACH MUTUAL FIVE
ka: 02/28/18
Attachments

**NEXT REGULAR BOARD MEETING: March 21, 2018, 9:00 a.m.
BUILDING FIVE, CONFERENCE ROOM B**

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING FEBRUARY 21, 2018**

02/21/18

RESOLVED, To ratify amended/posted Policy 7441.05 – Building Permit Signatures.

RESOLVED, To ratify adopted/posted Policy 7531.05 – Inspection of Vacant Unoccupied or Occasional Use-Units.

RESOLVED, To rescind Policy 7210 – Annual Elections, and adopt Policy 7210.05 – Annual Elections on a preliminary basis until the 30-day posting period is completed.

RESOLVED, To approve the underground swale re-development, between Mutual Four and Mutual Five, at a total project cost not to exceed \$20,000. Further, the total cost of the project be equally shared between Mutual Four and Mutual Five, with Mutual Five cost not to exceed \$10,000.

RESOLVED, To approve the investment of \$100,000 held in the Restricted Reserve Account, into a CD held at US Bank.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL (05) FIVE

INSPECTOR: RAY JONES

MUTUAL BOARD MEETING

DATE: February 22, 2018

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
71-C	EZ ACCESS TUB	BOTH	12/01/17	01/11/18	NO	FINAL 01/12/18	NUKOTE
72-A	FLOORING	GRF	01/11/18	02/28/18	NO	NONE	BIXBY PLAZA
91-E	HEAT PUMP	BOTH	10/09/17	01/20/18	NO	NONE	GREENWOOD
91-L	COUNTER TOP	BOTH	01/05/18	02/15/18	NO	NONE	GRANITE TRANSFORMATI
91-L	KITCHEN REMODEL	BOTH	08/22/17	02/09/18	NO	NONE	BERGKVIST
95-L	COUNTER TOP	BOTH	10/02/17	02/02/18	NO	NONE	WESTBY4HOMES
95-L	CARPORT CABINET	GRF	10/09/17	11/20/17	NO	NONE	HANDYMAN
97-D	EZ ACCESS TUB	GRF	10/30/17	12/27/17	NO	FINAL 01/12/18	NUKOTE
103-F	HEAT PUMP	BOTH	01/11/18	04/24/18	NO	NONE	GREENWOOD
106-H	EZ ACCESS TUB	BOTH	01/10/18	02/22/18	NO	NONE	NUKOTE
108-K	KITCHEN REMODEL	BOTH	07/28/17	10/16/17	NO	NONE	GREAT WEST CONSTRUCT.
110-A	REMODEL	BOTH	08/28/17	12/04/17	NO	NONE	TOM JEAN CONSTRUCTION
110-D	REMODEL	BOTH	09/11/17	12/18/17	NO	NONE	ROBERTS CONSTRUCTION
111-F	EZ ACCESS TUB	BOTH	10/10/17	12/13/17	NO	FINAL 01/12/18	NUKOTE
111-F	BATHROOM REMODEL	BOTH	01/08/18	06/15/18	NO	NONE	NATIONWIDE PAINTING
113-I	REMODEL	BOTH	06/28/17	11/30/17	NO	final 02/09/18	LW DÉCOR
1113-I	replace patio door	GRF	02/17/18	03/30/18	NO		LW DÉCOR
115-A	EZ ACCESS TUB	BOTH	12/05/17	01/12/18	NO	FINAL 01/12/18	NUKOTE
118-K	WASHER /DRYER/APPLIANCES	BOTH	01/05/18	02/15/18	NO	ROUGH 01/19/18	OGAN
118-K	HVAC	BOTH	01/17/18	03/30/18	NO	NONE	GREENWOOD
121-F	REMODEL	BOTH	11/20/17	05/25/18	NO	NONE	HADI CONSTRUCTION
121-D	REP. FRONT DOOR	GRF	12/26/17	03/10/17	NO	NONE	LW DÉCOR
122-C	CARPORT CABINET	GRF	12/01/17	01/19/18	NO	NONE	NATIONWIDE PAINTING
124-G	HVAC	BOTH	09/08/17	12/20/17	NO	NONE	GREENWOOD
124-H	FLOORING	GRF	11/22/17	01/12/18	NO	NONE	FAMILY FLOORS

SHADED AREAS HAVE BEEN SIGNED OFF

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
69-C		11/08/17	01/19/18	01/19/18	02/02/18		
71-L		11/16/17	02/06/18				
90-F		12/06/17	01/31/18	01/31/18			
96-I		10/23/17	11/28/17	12/07/17	12/21/17		

97-C		07/10/17	10/03/17	10/11/17	10/25/17	11/28/17	
99-J				05/12/17	05/26/17		
100-A		08/23/17	01/02/18	01/08/18	01/22/18	02/07/18	
104-H	1/9/2018						
105-C		09/25/17	12/05/17	12/12/17	12/27/17	01/05/18	
106-L		06/15/17					
109-F		05/05/17					
115-L		10/09/17	12/19/17	01/05/18	01/22/18	02/07/18	
116-C		05/31/17	06/19/17	06/21/17			
118-K		11/08/17	12/12/17	12/12/17	12/27/17	01/05/18	
125J	1/30/2018						

SHADED AREAS HAVE BEEN SIGNED OFF

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation
 FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS

Wayne R. Gould
GRF Director
Mutual 5

February 2018 M5 GRF Directors Report

Your GRF Board would like to remind you that the flu is still active in LW. Frequent hand washing and a flu shot are your best defense.

The ADRC is busy with lots of projects. New plantings in front of Clubhouse 4, additional fence addition on El Dorado, the St Andrews Median project, and the start of next years Christmas Decorations.

The Communications Committee has been examining and upgrading our computer systems. We are looking at upgrading computer speeds and looking for ways to get better wifi coverage in the clubhouses. The Phone Book is about ready for distribution and the final touches are under way for the new Spotlight Book for 2018.

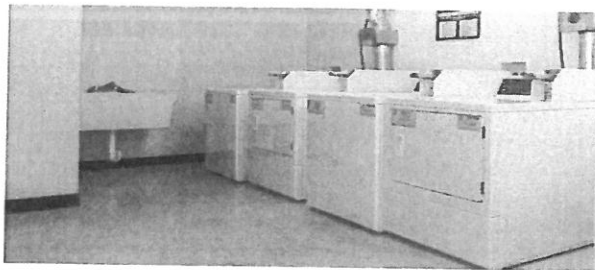
Physical Properties has lots of projects underway. Replacement Automatic Doors are on order for clubhouses 1 and 3. The supplier is experiencing a 6-8 week backlog. Jim's Gate is now closed as the new ADA standard makes the Gate unusable. The Physical Properties Department is looking for a solution and is talking to Mutual 1 over the ramp issues. Look for work to start on Veterans' Park in the spring.

Recreation Committee has voted to keep the Pianos rather than switch to keyboards. Some will be replaced and some will be refinished. The Mission Park Multi Use Facility is still on track for June 1 dedication. Construction fencing is in place and cement work will start soon. Preliminary work has started on the swimming pool replacement. Plans will call for a much more energy efficient design with a larger footprint. The RV Lot Policy is out for its 30 day review and the final vote will be at this month's GRF Meeting.

Respectfully Submitted
Wayne R. Gould

**The Mutual Administration Director's Comments
FEBRUARY 2018**

Laundry Rooms



The Laundry Rooms are just one of the most important conveniences provided to all Shareholders/Members/Residents.

Laundry Room facilities are available for use by Shareholder/Members/Residents of their respective Mutual.

Read the respective: Laundry Room Policy 7575.05

The following items may not be washed in the washers, or dried in the dryers: rubber- or plastic-backed mats, rugs or runners, sneakers, fiberglass curtains, sleeping bags, heavy blankets, quilts, comforters, or car covers.

Do not overload washers or dryers. Improper loading may cause damage to the machine due to unbalanced loads.

The trash containers in the laundry rooms are for lint and dryer sheets only. Detergent containers, bleach containers, softener bottles, or other trash must be disposed of in another location.

Clean the dryer filter after each use, and dispose of lint in the trash containers.

Help keep the laundry rooms clean.

Remember to clean up after yourself, turn off the lights and shut the door after you are finished.

Mutual 5
President's Report
February 21, 2018

It is that time of year again. Nominations for the Mutual 5 Board of Directors are open from March 14th to April 13th and you are invited to step forward and volunteer to run for the Board.

Consider this. You live in a Cooperative Housing Association. This means that your unit, your building and the land all around you is owned jointly by 492 shareholders. The responsibility, the decision making and work of running the multimillion dollar corporation that is Mutual 5, is done by volunteers!

The major benefit given to each of you by the generous free labor of the volunteer Directors, throughout the past 56 years, has enabled all of us to live in a beach community in Southern California at a very reasonable rate. Equivalent housing in the area is **triple** our cost. If this is to continue, we need volunteers.

You have a vested interest in your investment. By becoming involved with the Board, you can take an active role in maintaining property values and ensuring our quality of living.

In the next few years we are faced with major repairs and renovations. Back in the 90's when our roofs were redone we started saving for re-roofing twenty-five years in the future. So we are good with that. However, only about four years ago did we become aware of a need to replace our fresh water pipes - and we had no savings specifically set aside for that. Then, this past year, the sewers have come to our attention - we will have to deal with them as well. So, never in our history have we been faced with such a challenge.

We do need you. Please Volunteer.

Respectfully submitted,

Betty Coven, Ph.D.
President Mutual 5

Physical Property Committee Report (2-21-2018)

I have recently received several phone calls from Shareholders needing repair service for their units. I first remind them that in the future, they can contact Service Maintenance directly as provided in Mutual 5 Policy and save time and get quicker service. So, I decided to include a copy of Policy 7431 in this month's Committee Report so that all M-5 Shareholders can be reminded of this productive and worthwhile service provided by Mutual 5.

The attached copy of Policy 7431 includes this procedure in the last sentence of the first paragraph. I have added the phone number, 562-431-3548 in the margin and emphasized the sentence. Other useful information is included in the Policy such as emphasizing the difference between standard service and non-standard service. Standard items are all those amenities that came with the original apartment. Non-standard items are additional or upgraded items added by the Shareholders over the years since the apartment was first built. Service Maintenance will many times repair non standard items, but the Shareholder is responsible for the repair cost at the standard Service Maintenance hourly rate. This rate is probably one-half of the rates charged by private outside service providers.

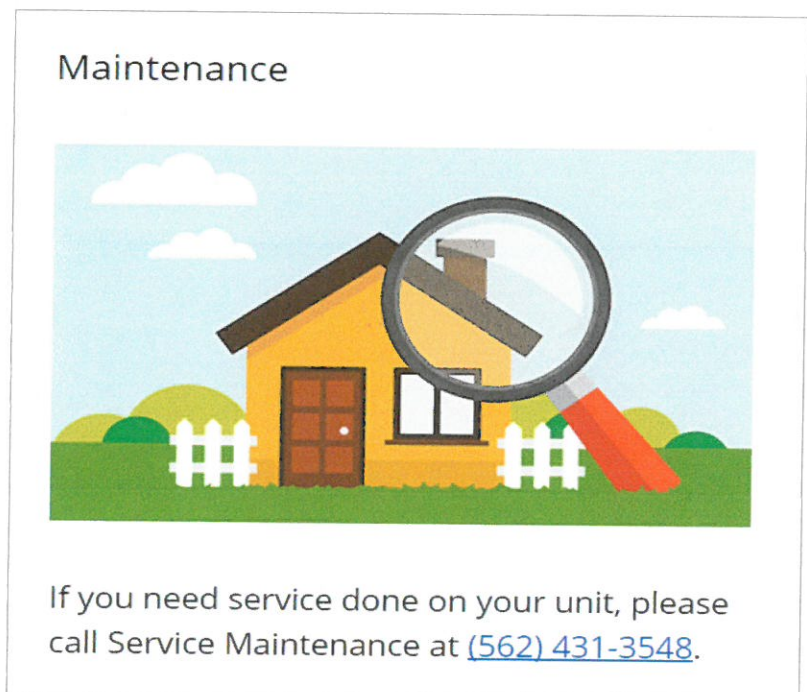
The Mutual 5 website also includes reference to calling Service Maintenance directly and shows the phone number. The M-5 website is www.lwsbmual05.com/ or go to Leisure World website www.lwsb.com/ and highlight Mutual then click on the Mutual 5 link. While you are on the site, check out some of the other informational links.

I have also included a copy of Policy 7441.05 regarding Building Permit Signatures. The Board approved amending this Policy at it's December 20th meeting pending a 30-day posting period that ends January 19, 2018. The change was to add the Chair of the Physical Property Committee to the list of Directors authorized to sign Permits.

Since June 1, 2017 the Mutual has signed 35 permits with a construction dollar value of \$316,500. This demonstrates that many M-5 Shareholders have invested in adding to and updating their units. This has an overall effect of increasing the overall value of our Mutual and the resale value of each Shareholder's property.

Ken Cude, Chair Physical Properties Committee

KEC:



MUTUAL OPERATIONS

7431

SERVICE MAINTENANCE

Service Maintenance Requests Except Mutuals Eight, Nine, Fourteen, and Seventeen

1. Any service listed as a standard service in the Welcome to Leisure World brochure is performed without cost to the resident, if such services do not result from negligence on the part of the resident. Any resident can arrange for this service by telephoning the Service Desk. Requests for other than standard services should also go through the Service Desk.
2. Servicemen are normally dispatched the day following the request by the resident for standard services. A maximum of five (5) days should be allowed for performance of this type of service, and if the work is not done within this period, the resident may wish to contact the Service Desk again to determine if the work has been scheduled. Plumbing stoppages, water line breaks and electrical outages are emergency items requiring priority over other requests. This is why it could take up to five (5) days for action on a normal request.
3. Requests for service called in over the weekend may not be received by the Dispatcher until Monday morning; consequently, it may be Friday or Monday morning before the work is performed.
4. Servicemen are all bonded, and entry to an apartment with a passkey can often mean quicker and less costly service. Residents must always authorize passkey entry into their apartments for maximum service.
5. Mutual Board members contacted by residents with requests for service should first determine whether the resident has previously reported the problem to the Service Desk to avoid duplication of two servicemen going out on the same job, resulting in a charge made for the time of both men.
6. Board members and other residents are asked not to make any arrangements directly with the individual servicemen with whom they come in contact.
7. Board members and residents are requested not to contact the Service Maintenance Supervisor unless it is absolutely necessary. This can result in delay instead of the fast, desired action. It should be kept in mind that emergencies take priority in the scheduling of work and that other work orders are filled according to the date of the call for service. For the Service Maintenance Supervisor to arbitrarily place any request at the top of the list would be unfair and costly.

(Nov 17)

MUTUAL OPERATIONS

7441.05

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.

MUTUAL ADOPTION

FIVE: 02-15-17

2018 February 20

Mutual 5 Board of Directors Meeting

Pet Report

At this time, Mutual 5 has 107 registered pets and a mere 9 of the 107 has been re-registered at Stock Transfer as required at the beginning of the 2018. During the recent fire inspection, we found a total of 9 animals unregistered of which only 1 has been registered. A letter is being sent to all shareholders who have not complied asking that they bring to Stock Transfer proof of insurance and an up-to-date Long Beach pet license showing proof of neuter/spay and inoculations.

Caregiver Report

There are 29 caregivers registered in Mutual 5 and per fire inspection there are 4 unregistered. Twice a year, January and June, caregivers are required to re-register as long as they are still working in Leisure World. Per our fire inspection, we found 5 unregistered, only 1 of which complied. Letters are being sent to shareholders to bring the roster up to date.

Carport Report

Carports are in good shape. I did check with Recreation and was told that all Mutual 5 carports are currently being cleaned each month. If it seems that your space is not getting the monthly clean, it is probably that cars are not being moved because of the lack of space to park outside the carport. So frankly, it means you must get a broom and clean it "your way". There is a problem with oil leaks and kitty litter however. On windy days, the litter flies all around and the neighboring car owner ends up with the mess of litter in his car. This litter should be picked up monthly AND especially when the carports get cleaned because the machines just go around it. They do not pick it up.

Check your DMV sticker and LW decal to be sure they are both up to date.

I continually and desperately look for empty car spaces for shareholders to rent. Please consider renting your space if you don't have a car. Anyone would move their car to accommodate getting into your storage. We are desperate for empty slots. Call 714-842-0674 if you have a slot or know of an empty.

Trash

- Please break down all cardboard boxes to make enough room for all.
- Do not put things outside the box because it will not be picked up UNLESS it fits in the bin.
- Sort recycles from trash and use respective bins. Green bins=trash, white bins=recycle, open green bins=lawn waste
- No trash on patio. Must be taken to the bins.
- Some examples of recycle: (Please read more detailed info attached)
 - newspapers
 - Plastic bottles/glass bottles
 - Metal cans
 - Cardboard – MUST be broken down flat
 - No Styrofoam/no plastic bags
- No furniture items and large household items. These must be taken to Community Gardens to trailers for removal. Shareholder can move it, or you can call Service Maintenance and they will remove for a fee.
- No electronics – these go to Service Maintenance – call ahead for info
- No paint – all paint must be dry to go into the trash bin. To dry, use cat litter and sit until hardened. If paint is full and still wet, you must take to Recycling in Huntington Beach (no charge) on Nichols Road between Warner and Slater.
- A much needed large container for recycles was installed at #63 west.

Respectfully submitted,

Joan Boryta, Chair

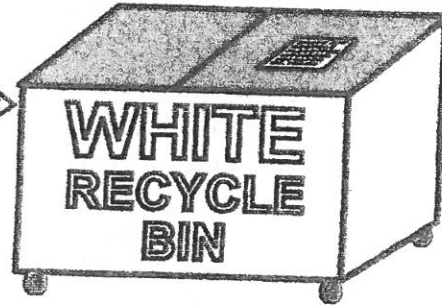
GUIDE TO RECYCLING

SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET, the waste collection company serving Leisure World, has provided a SORT (Saving Our Resources Together) guide for the disposal of products from the home. The following items should be placed in the WHITE RECYCLE bin



= RECYCLE →



NO PLASTIC BAGS



DUMP YOUR RECYCLABLES, THEN PUT THE PLASTIC BAGS IN THE GREEN TRASH BIN.

GLASS:

Clear, Brown and Green:

Liquor, wine, beer, soft drink and juice bottles

Food jars (no lids)



METAL:

Aluminum foil



Aerosol cans (empty)



Food cans & lids

Wire coat hangers



Soda and juice cans



PLASTIC:

Milk jugs



Soda, juice & water bottles

Soap bottles



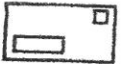
Containers (with Numbers 1 to 7)

PAPER:

Newspapers



Junk mail and magazines



Envelopes and paper



Computer paper

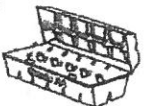


Wrapping paper (non-metallic)



Cereal boxes (take out liner)

Egg cartons (no Styrofoam)



Paper shopping bags



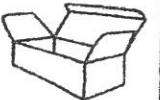
Phone books



Tissue boxes



Cardboard boxes (flattened)



Juice drink boxes



"PLASTIC BAGS CANNOT BE RECYCLED"

PLEASE DUMP YOUR RECYCLABLES FROM YOUR PLASTIC TRASH AND SHOPPING BAGS, THEN DISCARD YOUR PLASTIC BAGS INTO THE GREEN TRASH BIN.

IT IS AGAINST THE LAW

TO PLACE THE FOLLOWING ITEMS INTO EITHER THE GREEN or the WHITE REGULAR WASTE CONTAINERS

• Electronic Waste*

• Household Batteries**

• Pesticides & herbicides

• Smoke detectors

• Paint cans & all paint products

• Auto products (batteries, oil, etc.)

• Sharps



The items listed above are considered **HOUSEHOLD HAZARDOUS WASTE**. The law prohibits putting any hazardous liquids or hazardous waste material in your regular waste containers. This waste **MUST** be handled separately. These items and other household hazardous items must be taken to a **Hazardous Waste Collection Center**. The closest site is **RAINBOW DISPOSAL**, 17121 Nichols Street, Huntington Beach. Phone (714) 847-3581.

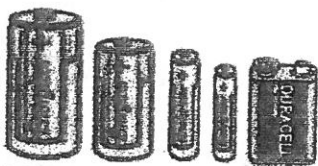
For more information on dropping off Household Hazardous Waste items, call the number above or the County of Orange Integrated Waste Management Department at (714) 834-8752.

***Electronic waste - E-waste** must be taken to the **Service Maintenance Dept.** during certain hours. Call 431-6586, at ext. 369, for information. A form must be completed by the donor for all E-waste.



EXAMPLE OF ELECTRONIC WASTE OR E-WASTE

**** Household batteries** may be taken to the **Service Maintenance Dept.** or the **News Office** during office hours, or to the **Hospitality Center** in CH-6 from 9 -11 a.m.



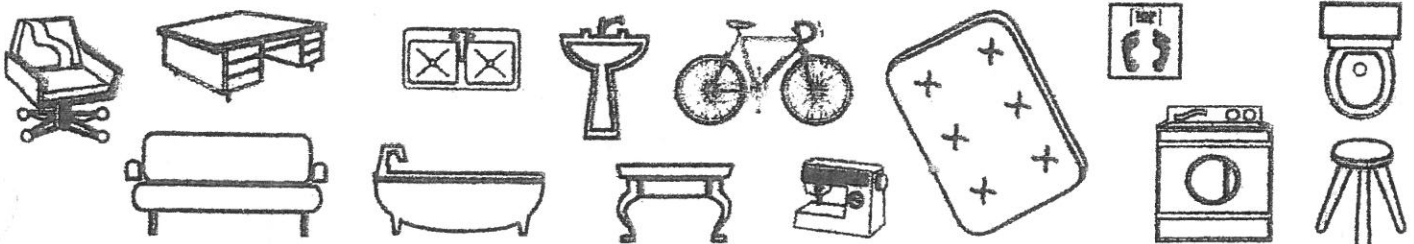
AUTO, GOLF CART, AND ALL LEAD-ACID BATTERIES WILL NOT BE ACCEPTED. THESE BATTERIES MUST BE TAKEN TO A HAZARDOUS WASTE COLLECTION CENTER. FOR INFO. (714) 834-8752 or (714) 847-3581

Take to Service Maintenance Dept. or Golden Rain Purchasing office

FLOURESCENT TUBES & LIGHT BULBS



FURNITURE, MATTRESSES, WATER CLOSETS, AND OTHER LARGE ITEMS MUST BE TAKEN TO THE NORTH-WEST CORNER OF LEISURE WORLD. DIRECTIONS ARE: North on Oak Hills Rd., Turn Right - Into the Mini Farm area. Use the Resident Recycling Containers.



A \$30.00 per item assessment will be brought against an individual or mutual for leaving above items in or around bin areas. **IF IN DOUBT ABOUT WHERE TO PUT SOMETHING, ASK YOUR BUILDING CAPTAIN OR A DIRECTOR.**

LANDSCAPE REPORT

BRITEVIEW HAS HIRED A NEW ON SITE PERSON LISA. THEY WILL SOON HAVE THERE OWN OFFICE HERE IN LW.

WE DID A WALK THRU REGARDING THE TREE WELLS, I AM WAITING ON THE ESTIMATE FOR REMOVING FLOWERS AND PLANTS UNDER MOST TREES WHICH WILL THEN BE NEATLY ROUNDED AND FILLED WITH MULCH.

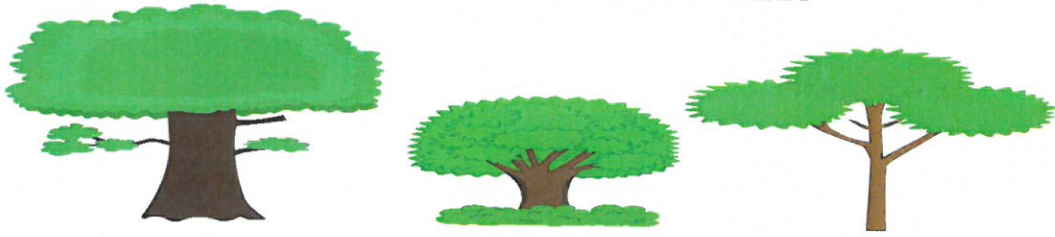
MULCH WILL HELP IN SEVERAL WAYS INCLUDING APPEARANCE, HEALTH OF TREE, WATER ABSORPTIONS AND UNIFORMITY THROUGHOUT MUTUAL 5.

SINCE SO MANY OF THE TREES HAVE GERANIUMS UNDERNEATH THEY ARE GOING TO REPURPOSE THEM IN THE BARE SPOTS UNDERNEATH THE TREES ALONG THE WALL SEPARATING THE PARKING LOT, WHERE WE ALREADY HAVE GERANIUMS. THIS WILL ALSO BE A SAVINGS IN NOT HAVING TO BUY MORE PLANTS TO FILL THAT AREA.

I WOULD ALSO LIKE TO IN ANOTHER MEETING GO OVER OUR LANDSCAPE POLICY REGARDING WHAT WE CAN AND CAN'T PLANT IN OUR GARDENS AND MAYBE REVISE IT.

I WILL BE MAKING A FLYER TO PUT WITH THE MINUTES LETTING PEOPLE KNOW ABOUT THE TREE WELLS AND TO HAVE THEM REMOVE ANY ITEMS THEY HAVE PUT IN THERE PRIOR TO STARTING THE MULCHING

MUTUAL 5 TREE WELL MAKEOVER



SPRING CLEANING IS COMING EARLY TO OUR TREE WELLS!!

BRITEVIEW LANDSCAPE WILL:

- DETAIL THE EDGES OF OUR 235 TREE WELLS.
- ADD MULCH WHICH WILL PROVIDE A NEAT, UNIFORM LOOK
- ENHANCE TREE HEALTH, BY PROVIDING WATER ABSORPTION AND
- BLOCK WEED GROWTH UNDER THE TREES.

SOME OF OUR TREES HAVE PLANTS AND FLOWERS IN THE WELLS ALONG WITH OTHER GARDEN ACCESSORIES ADDED BY RESIDENTS.

IN KEEPING WITH MUTUAL 5 GARDEN POLICY 7425.5, NOTHING IS TO BE PLANTED IN TREE WELLS BY SHAREHOLDERS.

SO IF ANYONE HAS PLANTS IN POTS OR “GARDEN ART PIECES” IN THE WELLS PLEASE

REMOVE THEM BY MARCH 11th.

DEPENDING ON THE CONDITION OF THE TREES AND THE FLOWERS, SOME OF THE FLOWERS IN THE WELLS WILL REMAIN AND OTHERS WILL BE REMOVED.

THE FLOWERS THAT WILL BE REMOVED WILL BE REPLANTED ALONG THE WALL BY

THE GRF PARKING LOT NEAR THE AMPITHEATER.

NOTE: THE ROTATION SCHEDULE OF WHERE AND WHEN THE GARDENERS ARE

WORKING EACH WEEK WILL BE POSTED IN THE LAUNDRY ROOMS

MUTUAL OPERATIONS**RESCIND MUTUAL FIVE****STOCKHOLDERS MEETINGS****Annual Elections – Mutuals 3, 4, 5, 6, 7, 11, 16, and 17**

In accordance with State Law and the Mutual Bylaws, the following policy is established for the general election of directors to the Mutual Board of Directors.

1. Candidates**a. Candidate Eligibility**

In accordance with the Mutual Bylaws, all members in good standing are eligible to run for election to the Mutual Board of Directors. "Good Standing" means that the member is not delinquent in the payment of monthly or special assessments in an amount equal to or greater than one month's assessment for a period of time greater than 30 days.

b. Notification of Nominations for Election of Directors

The Mutual Board of Directors shall also place notice in the *Golden Rain News* and in the Mutual laundry rooms not less than 90 days prior to the annual meeting that any member of the Mutual in good standing may place his/her name into nomination for the election of directors.

c. Self-Nomination by Shareholders

Mutual members who wish to nominate themselves as a candidate for election to the Mutual Board of Directors must do so in writing not more than 90 days or less than 60 days prior to the annual meeting date.

d. Nominations from the Floor

Candidates may be nominated from the floor during the annual meeting. There is no provision in the Mutual Bylaws allowing for write-in candidates.

e. Equal Access to Clubhouse Facilities

Equal access to clubhouses shall be provided at no cost to all candidates, including those who are not incumbents, and to all members advocating a point of view, including those who are not endorsed by the Mutual Board of Directors, for purposes reasonably related to the election. The clubhouses are subject to availability by reservation only on a first-come, first-serve basis.

MUTUAL OPERATIONS**RESCIND MUTUAL FIVE****STOCKHOLDERS MEETINGS****Annual Elections – Mutuals 3, 4, 5, 6, 7, 11, 16, and 17****2. Election Process**

- a. The Golden Rain Foundation will provide a contracted vendor to assume all election services, including inspector(s) of election, who will be directed to conduct the election under current applicable codes.
- b. If the Golden Rain Foundation does not provide a contracted vendor to assume all election services, then Section 3 will be prepared and processed by the Mutual Corporation or Golden Rain Foundation:

3. Election Materials**a. Notice Letter**

The notice letter, mail-in secret ballot, voting instructions and mailing instructions for the Mutual annual election shall be mailed out to each Mutual apartment no later than 30 days prior to the annual meeting.

b. Secret Ballots Returned By Mail

The mail-in secret ballot is required to be mailed to the "Inspectors of the Election" for proper verification and validation, and must be received before 4:00 p.m. on the day before the annual meeting.

The mail-in secret ballot, if sealed and properly mailed, will be opened the day of the annual meeting by the inspectors of the election. The mail-in secret ballot is irrevocable once it is validated by the inspectors of election.

4. Inspectors of the Election**a. Qualifications and Number of Inspectors**

An inspector of the election may not be a member of the Mutual Board of Directors, or a candidate for the Mutual Board of Directors, or related to a member of the Mutual Board of Directors, or under contract to the association for any compensable services.

b. Observers of the Election Appointed By the Board of Directors

MUTUAL OPERATIONS**RESCIND MUTUAL FIVE****STOCKHOLDERS MEETINGS****Annual Elections – Mutuals 3, 4, 5, 6, 7, 11, 16, and 17**

There shall be three (3) observers of the election appointed by the Mutual Board of Directors (90) days before the annual meeting day. The Board may also appoint alternative observers of the election. The observers of the election may appoint and oversee additional assistant observers of the election in any number deemed to be reasonable by the Mutual Board of Directors.

c. Inspector of the Elections - Duties

- 1) Determine the number of shareholders entitled to vote and the voting power of each.
- 2) Determine the authenticity, validity and effect of proxies, if any.
- 3) Receive mail-in proxy forms and ballots.
- 4) Open mail-in proxy forms and ballots at the annual meeting.
- 5) Hear and determine all challenges and questions in connection to the right to vote.
- 6) Count and tabulate all votes.
- 7) Determine the results of the election.
- 8) Perform his or her duties expeditiously, impartially, and in good faith at all times.

5. Voting**a. Qualification for Voting**

Votes may be cast by mutual members in good standing:

- 1) By ballot in person on the day of the annual meeting; or
- 2) By using the mail-in secret ballot; or
- 3) By using the mail-in proxy form.

b. Cumulative Voting

In accordance with the Mutual Bylaws, voting will be “cumulative.”

c. Voting by Secret Ballot

All ballots shall be prepared in a manner consistent with providing and ensuring that the member’s vote will be by “secret ballot.”

MUTUAL OPERATIONS

RESCIND MUTUAL FIVE

STOCKHOLDERS MEETINGS

Annual Elections – Mutuals 3, 4, 5, 6, 7, 11, 16, and 17

6. Actions by Mutual Boards when a Contracted Vendor is Retained for Elections

- a. Each Mutual may appoint observer(s) who may make their observations to its respective Mutual Board.
- b. Each Mutual Board shall validate its own election.

7. Actions by Shareholders – Mutual Five Only

Any shareholder or contractor of Mutual Five that allegedly intimidates or bullies another shareholder, or forges ballot signatures of another shareholder, shall be requested to appear before the Mutual Five Board of Directors in Executive Session to answer the charges or allegations. If criminal acts have been committed, the Golden Rain Foundation Security Department and the Seal Beach Police Department shall be notified and appropriate action taken.

<u>MUTUAL ADOPTION</u>	<u>AMENDED</u>	<u>MUTUAL ADOPTION</u>	<u>AMENDED</u>
ONE:	See 7210.1	TEN:	See 7210.10
TWO:	See 7210.2	ELEVEN: 15 Feb 07	
THREE: 09 Feb 07		TWELVE:	See 7210.12
FOUR: 14 Feb 07		FOURTEEN:	See 7210.14
FIVE: 21 Feb 07	17 Aug 11	FIFTEEN:	See 7210.15
SIX: 27 Feb 07		SIXTEEN: 20 Feb 07	
SEVEN: 30 Mar 07		SEVENTEEN: 06 Feb 07	See 7210.17
EIGHT:	See 7210.8		
NINE:	See 7210.9		

ADOPT DRAFT

STOCKHOLDERS MEETINGS

Annual Elections –

In accordance with California Civil Codes and the Mutual Five Bylaws, the following policy is established for the general election of directors to the Mutual Five Board of Directors.

1. Candidates

a. Candidate Eligibility

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d. Nominations from the Floor

Candidates may be nominated from the floor during the annual meeting. There is no provision in the Mutual Bylaws allowing for write-in candidates.

e. Equal Access to Clubhouse Facilities

Equal access to clubhouses shall be provided at no cost to all candidates, including those who are not incumbents, and to all members advocating a point of view, including those who are not endorsed by the Mutual Five Board of Directors, for purposes reasonably related to the election. The clubhouses are subject to availability by reservation only on a first-come, first-serve basis.

MUTUAL OPERATIONS**ADOPT DRAFT****STOCKHOLDERS MEETINGS****Annual Elections –****2. Election Process**

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4. Inspectors of the Election**a. Qualifications and Number of Inspectors**

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ADOPT DRAFT

STOCKHOLDERS MEETINGS

Annual Elections –

b. Observers of the Election Appointed By the Board of Directors

There shall be three (3) observers of the election appointed by the Mutual Five Board of Directors (90) days before the annual meeting day. The Board may also appoint alternative observers of the election. The observers of the election may appoint and oversee additional assistant observers of the election in any number deemed to be reasonable by the Mutual Five Board of Directors.

c. Inspector of the Elections - Duties

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- 8) Perform his or her duties expeditiously, impartially, and in good faith at all times.

5. Voting

a. Qualification for Voting

Votes may be cast by mutual members in good standing:

- 1) By ballot in person on the day of the annual meeting; or
- 2) By using the mail-in secret ballot; or
- 3) By using the mail-in proxy form.

b. Voting by Secret Ballot

All ballots shall be prepared in a manner consistent with providing and ensuring that the member's vote will be by "secret ballot."

ADOPT DRAFT

STOCKHOLDERS MEETINGS

Annual Elections –

7. Actions by Shareholders –

Any shareholder or contractor of Mutual Five that allegedly intimidates or bullies another shareholder, or forges ballot signatures of another shareholder, shall be requested to appear before the Mutual Five Board of Directors in Executive Session to answer the charges or allegations. If criminal acts have been committed, the Golden Rain Foundation Security Department and the Seal Beach Police Department shall be notified and appropriate action taken.

MUTUAL
FIVE:

ADOPTION

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