

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

**MINUTES OF THE REGULAR MONTHLY MEETING  
BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FIVE  
April 18, 2018**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President Coven on Wednesday, April 18, 2018, at 9:00 a.m. in Building Five, Conference Room B, followed by the *Pledge of Allegiance*.

**SHAREHOLDERS' COMMENTS**

One shareholder made a comment.

**ROLL CALL**

Present: President Coven, Vice President Van Wyk, Secretary Boryta, Chief Financial Officer Tran, and Directors Cude and Powell

Absent: Director Deady

GRF Representative: Mr. Gould

Guests: Nine shareholders of Mutual Five

Staff: Ms. Hopkins, Mutual Administration Director  
Mr. Antisdell, Building Inspector  
Mr. Meza, Building Inspector  
Ms. Pellegrini, Recording Secretary

**MINUTES**

The Minutes of the March 21, 2018, were approved by general consent of the Board as presented.

The Special (Agenda) meeting Minutes of the March 14, 2018, were approved by general consent of the Board as written.

**BUILDING INSPECTOR'S REPORT**

Inspectors Antisdell and Meza presented the monthly report (attached).

Following questions, Inspectors Antisdell and Meza left the meeting at 9:12 a.m.

**GRF REPRESENTATIVE'S REPORT**

GRF Representative Gould was absent. No report was submitted.

**UNFINISHED BUSINESS**

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

RESOLVED, To move to approve the proposal from California Re-pipe, to perform re-piping for thirty-six buildings in Mutual Five over the next two years, at a cost not to exceed \$1,384,800, and to authorize the President to sign the contract.

The MOTION passed.

President Coven provided an update on the following Mutual Five projects; updates for Wentworth Concrete project (completed), new gutters on buildings 114 and 121 (completed), roofing bid package, and swale between Mutual 5 and Mutual 4.

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

RESOLVED, To ratify the rescinded/posted Policy 7210 – Annual Elections.

The MOTION passed.

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

RESOLVED, To ratify the adopted/posted Policy 7210.05 – Annual Elections.

The MOTION passed.

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

RESOLVED, To ratify the rescinded/posted Policy 7506 – Sidewalk Traffic Restrictions.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO Tran and seconded by Secretary Boryta, it was

RESOLVED, To ratify the adopted/posted Policy 7506.05 – Sidewalk Traffic Restrictions.

The MOTION passed.

**UNFINISHED BUSINESS (continued)**

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

RESOLVED, To ratify the amended/posted Policy 7306.05 –  
Investment of Mutual Five Accounts.

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 the rescinded/posted Policy 7910 –  
Regulatory Agreement.

The MOTION passed.

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

RESOLVED, To ratify the amended/posted Policy 7525 –  
Withdrawal Inspection Process Fee.

The MOTION passed.

**NEW BUSINESS**

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

RESOLVED, To adopt Policy 7110.05 – Code of Ethics on a preliminary basis until the 30-day posting period is completed.

The MOTION passed.

President Coven provided an update on the annual patio inspections per Policy 7415.05 – Patio Inspections.

In accordance with Policy 7210.05 – Annual Elections, the Mutual Five Board of Directors has appointed the following shareholders as observers of the 2018 – 2019 Annual Election:

1. Terri Walters, Unit 72-K
2. David Noble, Unit 108-D
3. Barbara Mahaffie, Unit 117-H

Following a discussion, and upon a MOTION duly made by President Coven and seconded by CFO Tran, it was

RESOLVED, To **not** authorize GRF to negotiate a mutually beneficial Bulk Cable Service Agreement.

**NEW BUSINESS (continued)**

The MOTION passed with four “yes” and two “no” votes.

President Coven reminded the Directors and shareholders that Director Powell is the Mutual Five representative for the Emergency Information Council.

**SECRETARY / CORRESPONDENCE**

Secretary Boryta received two pieces of correspondence.

**CHIEF FINANCIAL OFFICER’S REPORT**

CFO Tran presented her report (attached).

Following a discussion, and upon a MOTION duly made by CFO Tran and seconded by Secretary Boryta, it was

RESOLVED, To accept the 2017 GRF Excess Income distribution of \$9,540 and to deposit the funds into the Emergency Fund.

The MOTION passed.

**MUTUAL ADMINISTRATION DIRECTOR**

Director Hopkins presented her report (attached).

**ANNOUNCEMENTS**

No announcements were made.

**COMMITTEES - REPORTS**

President Report

President Coven submitted her report (attached).

Physical Property

Director Cude submitted his report (attached).

Laundry Rooms/Emergency Information

Director Powell submitted his reports (attached).

Carports

Secretary Boryta submitted her report (attached).

**COMMITTEES – REPORTS (continued)**

Landscaping

In Director Deady's absence, her report was submitted (attached).

Building Captains/Caregivers/Pets

Secretary Boryta submitted her report (attached).

**DIRECTOR'S COMMENT**

No Director comments were made.

**SHAREHOLDERS' COMMENTS**

Several shareholders made comments.

**ADJOURNMENT**

There being no further business to conduct, President Coven adjourned the meeting at 11:36 a.m. and stated an Executive Session would follow to discuss member issues.

  
\_\_\_\_\_  
Attest, Joan Boryta, Secretary  
SEAL BEACH MUTUAL FIVE  
jp: 04/18/2018  
Attachments

**NEXT REGULAR BOARD MEETING: May 16, 2018, 9:00 a.m.  
BUILDING FIVE, CONFERENCE ROOM B**

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING April 18, 2018**

- 04/18/18 RESOLVED, To approve the proposal from California Re-pipe, to perform re-piping for thirty-six buildings in Mutual Five over the next two years, at a cost not to exceed \$1,384,800, and to authorize the President to sign the contract.
- RESOLVED, To ratify the rescinded/posted Policy 7210 – Annual Elections.
- RESOLVED, To ratify the adopted/posted Policy 7210.05 – Annual Elections.
- RESOLVED, To ratify the rescinded/posted Policy 7506.05 – Sidewalk Traffic Restrictions.
- RESOLVED, To ratify the adopted/posted Policy 7506.05 – Sidewalk Traffic Restrictions.
- RESOLVED, To ratify the amended/posted Policy 7306.05 – Investment of Mutual Five Accounts.
- RESOLVED, To ratify the rescinded/posted Policy 7910 – Regulatory Agreement.
- RESOLVED, To ratify the amended/posted Policy 7525 – Withdrawal Inspection process Fee.
- RESOLVED, To adopt Policy 7110.05 – Code of Ethics on a preliminary basis until the 30-day posting period is completed.
- RESOLVED, To **not** authorize GRF to negotiate a mutually beneficial Bulk Cable Service Agreement.
- RESOLVED, To move to accept the 2017 GRF Excess Income distribution of \$9,540 and to deposit the funds into the Emergency Fund.

## INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL (05) FIVE

INSPECTOR: MIKE MEZA

DATE: **APRIL 18th, 2018**

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
97-C	REMODEL	BOTH	04/02/18	06/11/18	NO	NONE	CAL CUSTOM INTERIORS
97-I	ROOM ADDITION	BOTH	03/10/18	07/06/18	NO	04/09/18 FOOTING	MP CONSTRUCTION
97-I	ROOM ADDITION	BOTH	03/10/18	07/06/18	NO	04/11/18 ROUGH PLUMBING	MP CONSTRUCTION
103-F	HEAT PUMP	BOTH	01/11/18	04/24/18	NO	NONE	GREENWOOD
111-F	BATHROOM REMODEL	BOTH	01/08/18	06/15/18	NO	03/06/18 FRAM/ELEC/PLUMB	NATIONWIDE PAINTING
111-F	BATHROOM REMODEL	BOTH	01/08/18	06/15/18	NO	FINAL 04/03/18	NATIONWIDE PAINTING
118-K	HEAT PUMP	BOTH	01/26/18	03/30/18	NO	FINAL 04/06/18	GREENWOOD
121-F	REMODEL	BOTH	11/20/17	05/25/18	NO	NONE	HADI CONSTRUCTION
121-K	HEAT PUMP	BOTH	03/09/18	06/20/18	NO	FINAL 04/09/18	GREENWOOD
125-I	WINDOWS/SLIDER	BOTH	11/20/17	05/25/18	NO	NONE	SEAPORT WINDOWS

SHADED AREAS HAVE BEEN SIGNED OFF

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
72-D		07/10/17					
90-G		02/09/18					
95-H		03/29/18					
97-J		03/21/18					
109-F		03/20/18	03/20/18	03/20/18	04/03/18	04/10/18	
110-L		02/23/18					
112-D		03/16/18					
114-L		03/13/18					
120-K		04/04/18					

SHADED AREAS HAVE BEEN SIGNED OFF

Pre-Listing Inspection **NBO** = New Buyer Orientation

Final COE Inspection **ROF** = Release of Funds

## CONTRACTS

**Mutual 5 - April 18, 2018**  
**Financial Report**

Budget comparison as of March 31, 2018 at glance is :

Total YTD Operating expense	\$149,817
Total YTD of its budget expense	\$162,972

The ending balances of investment accounts are:

- Morgan Standley \$1,428,000.
- US Bank Wealth Management \$1,295,000.
- Impound Reserves \$ 5,630.92  
(Note that \$375,000 was paid on property tax in April 2018)
- Restricted Reserves \$176,430.82
- Non-Restricted Reserves \$122,636.67
- Checking Account \$ 33,689.44

The ending balance of the reserves are below:

- Appliance \$10,467.18
- Painting \$240,799.21
- Contingency Operating \$50,705.68 (unchanged)
- Roofing \$2,352,957.66
- Emergency \$96,280.10 (unchanged)
- Infrastructure \$161,660.33
- Project commitments \$0.00

Expenses of projects in March 2018 are deducted from reserves :

- Replace bath heater/fan (10 units) \$4,200.00
- Replacement items \$10,715.26
- Project commitments
  - . Replace concrete 10% \$10,485.90
  - . Pipe cleaning (sewer lines) \$2,576.00
  - . Install wall heater (unit 103K) \$1,700.00

Respectfully submitted,

*Debbie Tran ms*  
*Chief Financial Officer*



# Mutual Administration Director's Report

## April 2018



If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional. It can be difficult to let go of personal items, but there is help!

You may also contact the Member Resources and Assistance Liaison, Cindy Tostado at (562) 431-6586, extension 317.

Collecting and keeping too many things in your Unit, or on your patio/porch, might present a clear and present danger of rodent and insect infestation, and even the possibility of creating a fire hazard within your Unit.

**Please note:** It is against the Law to place electronic waste, smoke detectors, batteries, paint cans, sharps, pesticides and herbicides, auto parts and light bulbs, including fluorescent light bulbs, in either the GREEN or the WHITE Waste Containers.

### **Large items:**

Furniture, mattresses, tables, chairs and all other large items must be taken to the North-West corner of Seal Beach Leisure World.

DO NOT leave any large items around the waste bin areas.

An assessment per item may be brought against an individual Unit for leaving these items in or around the waster bin areas.

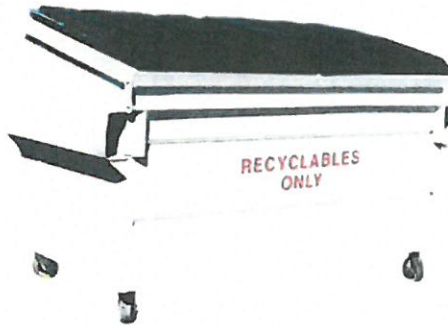
If you are not sure or have any questions regarding proper disposal of any items, please ask your Building Captain or Mutual Director for clarification.



# GUIDE TO RECYCLING...

## SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags **CANNOT** be recycled. Please be sure to place recyclables from plastic bags into **WHITE** bin and place plastic bags into the **GREEN** trash bin.



## RECYCLABLES

### GLASS

- Clear
- Brown
- Green
- Liquor
- Soft Drink
- Juice & Food Jars



### METAL

- Aluminum Foil
- Aerosol Cans (Empty)
- Food Cans & Lids
- Wire Coat Hangers
- Soda & Juice Cans



### PLASTIC

- Milk Jugs
- Soda, Juice & Water
- Soap Bottles
- Containers with Numbers 1-7



### PAPER

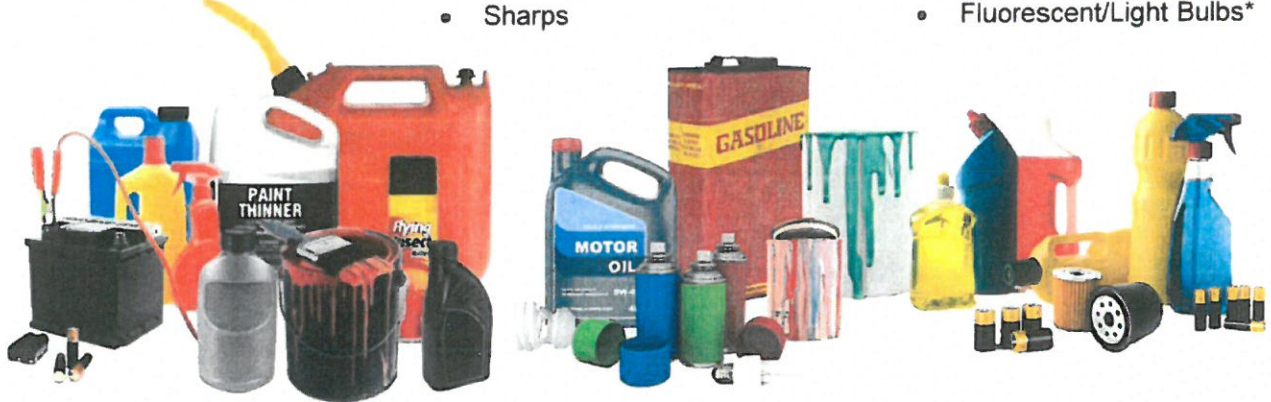
- Newspaper
- Junk Mail & Magazines
- Envelopes & Paper
- Wrapping Paper (non-metallic)
- Cereal Boxes
- Egg Cartons
- Paper Shopping Bags
- Phone Books
- Cardboard Boxes (flattened)
- Juice Drink Boxes



## IT'S AGAINST THE LAW...

To place these items into either the GREEN or the WHITE Regular Waste Containers:

- Electronic Waste\*
- Smoke Detectors
- Household Batteries\*
- Paint Cans & All Paint Products
- Sharps
- Pesticides & Herbicides
- Auto Products
- Fluorescent/Light Bulbs\*



### HOUSEHOLD HAZARDOUS WASTE

The law prohibits putting any hazardous liquids or hazardous waste materials in your regular waste containers. These waste items **MUST** be handled separately and taken to a **Hazardous Waste Collection Center**. Closest centers are: Rainbow Disposal, 714-847-3581 or the O.C. Integrated Waste Management Dept. 714-834-6752.



### E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

Instructions for proper disposing of the following items:

- **E-Waste** Service Maintenance Dept. 562-431-6586, x369
- **Household Batteries** Service Maintenance Dept. 562-431-6586, x369 or News Office
- **Fluorescent/Light Bulbs** Service Maintenance Dept. or Purchasing Office

### LARGE ITEMS

Furniture, mattresses, water closets and other large items must be taken to the North-West corner of Leisure World. Travel North on Oak Hills Road, turn **RIGHT** into the Mini-Farm area. Please use the Resident Recycling Containers.

**PLEASE NOTE:** An assessment of \$30 per item will be brought against an individual or Mutual for leaving these items in or around bin areas. If you are not sure or have questions regarding proper disposal of these items, please ask your Building Captain or Mutual Director for clarification.



Mutual 5  
President's Report  
April 18, 2018

I am pleased to report that every one of the Mutual Five Directors is running for re-election. I can't say enough good things about the contribution each Director has made throughout the current term. My hat's off to each of them.

Now it's your turn. Your Ballot will arrive in the mail soon. Please vote for one and only one of the seven candidates.

Once again I want to remind you that this is the first year the amendments to our Bylaws, voted in last year, are being implemented. Therefore, when the ballots are counted, the four Directors with the highest vote count will be elected for two years and the other three will be elected for one year. So fill out your ballot and mail it back.

Big thing coming up soon!

At today's meeting the Board will choose and vote on the Company to do our Attic fresh water re-piping. This is a very big project for us as we will be doing eighteen buildings this year and the remaining eighteen in 2019. (We have already completed five buildings.) The Board decided at our last meeting to deal with this major renovation all at once. The rationale being that the galvanized pipes are going on sixty years old and there are an increasing number of pinhole leaks throughout Leisure world. If this happens behind a wall, it creates a very expensive repair problem – one such leak could cost as much as re-piping the whole building. Therefore we are being pro-active in updating the pipes now. During the job in your building, the water will be shut off for one day. We will let you know in advance so you can make arrangements for that day.

**REMEMBER TO VOTE!**

Respectfully submitted,

Betty Coven Ph.D.  
President, Mutual 5

## Physical Property Committee Report (4-18-2018)

The Leisure World Physical Property Council held its quarterly meeting on April 5, 2018. The Council is attended by the Physical Property Committee Chairs from the 16 Mutuals in Leisure World and by members of GRF's Service Maintenance and Physical Property Departments.

Service Maintenance had two concerns to share with the group. The first was that when a Shareholder calls Service Maintenance and makes an appointment for repairs, in some cases, the shareholder has not granted "key authorization", and is not home when the Servicemen arrives to make the repairs. This results in lost time for the Service Maintenance Department and delays other Shareholders from getting their service in a more timely manner.

In the February Board Minutes we discussed Policy 7431, Mutual Operation, Service Maintenance. Paragraph 1 of the Policy includes a provision that allows any Shareholder to call the Service Desk directly and make an appointment for service. Paragraph 4 includes the following: "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." Any Shareholder who may need service should call the Service Desk, make an appointment; and, GRANT KEY AUTHORIZATION which is sometimes called key permission. Help Service Maintenance provide service as fast as possible and help keep the costs as low as possible.

The other concern of Service Maintenance is that the use of "Handi Wipes" seems to be growing and in some cases they are disposed of by flushing them down the toilet. I recently observed the inspection of the sewer line in one of our building by video camera. It is part of an ongoing inspection program for our sewer system. A video camera inspection will be done on all building in the coming weeks. I actually saw on the video screen a handi wipe in the sewer line. It was just a big white blob and it had not dissolved. It was a "sewer blockage waiting to happen". DON'T BELIEVE THE WRAPPER WHEN IT SAYS THE WIPE CAN BE FLUSHED DOWN THE TOILET"! If you use them, please throw them in the trash!

Ken Cude, Chair Physical Properties Committee

KEC:

# Evaluation of Re-Pipe Bids - 4/18/18

## Project: Re-Pipe 36 Buildings in M-5

	36 Buildings	per bldg
1 John Nelson Plumbing Co.		
2 \$ 36,800 per building base price	X 36 bldgs	\$ 36,800
3 \$ 4,400 per building with laundry room, added to base price	X 8 bldgs	\$ 978
4		
5 Subtotal	\$ 1,360,000	\$ 37,778
6 \$ 25,000 Discount if awarded project within next 100 days	\$ 25,000	\$ 694.44
7 Final Total Price	<b>\$ 1,335,000</b>	<b>\$ 37,083</b>

## California Repipe Specialist

10	\$ 37,600 Total Cost for a 12-Unit Building	X 36 bldgs	\$ 1,353,600	\$ 37,600
11	\$ 3,900 Extra for Laundry room Building	X 8 bldgs	\$ 31,200	\$ 867
12	Cridets: *			
13	Showers	\$ (400)		
14	Kitchen	\$ (300)		
15	Sink	\$ (300)		
16	Toilet	\$ (200)		
17	Water Heater	\$ (200)		
18		<u>\$ (1,400)</u>	** \$ (50,400)	\$ (1,400) \$ (1,533)
19			<b>\$ 1,334,400</b>	<b>\$ 37,067</b>
20			<b>\$ 36,934</b>	<b>\$ 36,934</b>

\* For fixtures that have already been repiped in Copper and to be tied onto in the attic.

\*\* For comparison purposes, assume that in a building at least one of each credit will apply amongst the 12 units in the building.

	\$ 16	\$ 149
	X 36	X 36
Savings	\$ 576	\$ 5,364

## Credits

	Original Estimate	Bldg				Avg
		125	112	92	70	
1 Showers	\$ (400)	(800)				
2 Kitchen	\$ (300)	(600)				
3 Sink	\$ (300)	(300)				
4 Toilet	\$ (200)	(200)				
5 Water Heater	\$ (200)					
6	\$ (1,400)	\$ (1,900)	\$ -	\$ -	\$ 1,100	\$ 1,600
7 Contract		37,860	37,200	37,860	39,600	39,600
8 Final Invoice		35,960	37,200	37,860	38,500	38,000
9	Δ	1,900	-	-	1,100	1,600
10		Bldgs 125, 69, 70 Average				1,533
11					1,533 X 36 =	55,200

## Laundry Report

April 18, 2018

The laundry operations are quiet for this month. We had expenses totaling \$1,372.75. The major part of that expense is for two dryers at \$549.53 each. One of our four language posters is down in Laundry room 97. It's pretty mangled so I'll be making a new poster. I also made some laminated copies of our reminders not to put soap bottles in our lint buckets and attached them to dryers in all of our laundry rooms.

Kevin Powell

Laundry Director

# Emergency Preparedness

April 18/2018

Our Emergency preparedness committee is working on ways to keep everyone aware of the need to prepare for an emergency such as an earthquake. We will put the Ready.gov handout in our minutes and post them in our laundry rooms. We are also working on a contest to drive our shareholders to our website and click on our Emergency Preparedness box. We should have our contest ready for next month.

Kevin Powell



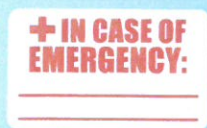


We prepare every day. **Take steps to prepare yourself and your family** for emergencies.

✓ **BE INFORMED** about emergencies likely in your area. Sign up for local alerts, download the FEMA app, and monitor the news and weather.



✓ **MAKE A PLAN** about where to go and how you'll communicate with your family in an emergency.



✓ **BUILD A KIT** or have supplies on hand that you'll need to live independently for several days. Include food, water, and medicine for your family and pets.



✓ **TAKE ACTION** and help others prepare in your community.



Visit [READY.GOV/MYPLAN](https://www.ready.gov/myplan)



2018 April 18

Mutual 5 Board Report

Carports

Dear Shareholders

Once again I send out an appeal for spaces which can be rented out to people who own 2 cars. There simply is just not enough space with all the construction and visitors. And to those who continue to park outside their carport space, this makes it all the worse. Please use your carport. Call me at 714-842-0674 if you have a change of heart and wish to rent. I have a waiting list.

I will be making the rounds in all the carports during the next month to issue tickets to those who have carport issues (storing more than a bicycle, ladder, or grocery cart).

Also I will be ticketing cars that have outdated Leisure World decals and outdated DMV plates. Please remember you may not park a vehicle in the carport unless it has a LW decal. (Policy 7502.05)

Also, so you know - GRF Policy 1920.37 reads as such:

3.2. VEHICLES including golf carts and LSVs owned by a RESIDENT or GRF or Los Alamitos Medical Center (LAMC) EMPLOYEE must have a valid decal issued by the Security Department displayed on the windshield.

If you are going out of Leisure World for an extended stay and your car is out of the carport, please pick up from me an "extended permission" slip for the dashboard of your car which authorizes you to park longer with no ticketing.

Respectfully,

Joan Boryta, Chair Carports

MUTUAL 5 LANDSCAPE REPORT APRIL 2018

THE TREE WELL PROJECT IS ALMOST FINISHED. SHOULD BE DONE BY THE END OF THE MONTH. WEEDING AND FERTILIZING HAS ALSO BEEN DONE. A MAP OF WHERE THE GARDNERS ARE WORKING EACH WEEK HAS BEEN POSTED IN THE LAUNDRY ROOMS. WE ARE AWARE THAT THERE ARE STILL LOTS OF WEEDS THROUGHOUT THE MUTUAL BUT THIS WILL BE AN ONGOING PROCESS. UNFORTUNATELY WEEDS DO NOT DISAPPEAR OVERNIGHT.

WE ARE ALSO LOOKING AT OUR GARDEN POLICY AND WILL BE UPDATING IT AND MAKING SOME CHANGES IN THE COMING MONTHS  
SPRING IS HERE AS WE CAN SEE BY ALL THE BEAUTIFUL FLOWERS IN THE GARDENS  
HERE!!!

2018 April 18 Mutual 5

## Pet Report

Dear Shareholder

In an effort to get records up to date at Stock Transfer, we are sending out second batch of letters to those of you who did not comply by either registering your pet or re-registering. This costs the Mutual money!

Please take the time and necessary paperwork to go to the Stock Transfer office per Policy 7501. You will need your liability insurance papers and the dog's registration. If your pet is deceased, simply call Gina at 562-431-6586 ext 347 and let her know to remove your previous information. The re-registration needs to be done each year.

Respectfully,

Joan Boryta, Pet Chair

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

**March 14, 2018**

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 March 14, 2018, at 1:00 p.m. in the Physical Properties Conference Room.

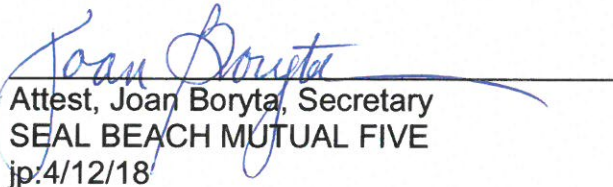
Those Directors present were: President Coven, Secretary Boryta, CFO Tran, and Directors Powell and Cude.

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

RESOLVED, To accept the fourth draft version to reallocate reserve funds to highest risk project which is fresh water pipes replacement. (see attached draft)

The MOTION passed.

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

  
Attest, Joan Boryta, Secretary  
SEAL BEACH MUTUAL FIVE  
jp:4/12/18

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

**March 14, 2018**

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 March 14, 2018, at 1:00 p.m. in the Physical Properties Conference Room.

Those Directors present were: President Coven, Secretary Boryta, CFO Tran, and Directors Powell and Cude.

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

RESOLVED, To accept the fourth draft version to reallocate reserve funds to highest risk project which is fresh water pipes replacement. (see attached draft)

The MOTION passed.

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

  
Attest, Joan Boryta, Secretary  
SEAL BEACH MUTUAL FIVE  
jp:4/12/18