

PLEASE DO NOT DROP INTO THE MAIL SLOTS

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FIVE
May 17, 2023**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Five was called to order by President DeRungs on Wednesday, May 17, 2023 at 9:06 a.m. followed by the Pledge of Allegiance led by President DeRungs via Zoom/Video Conference Call and Conference Room B.

ROLL CALL

Present: President DeRungs, Vice President Murphy (via zoom), Chief Financial Officer Cude, Director Shannon, and Director Powell (via zoom), Director Gould (via zoom)

Absent: Secretary Gardner

GRF Representative: Mr. Thompson (via zoom)

Guests: One Mutual Five Shareholder (via zoom)

Staff: Mr. Thompson, GRF Representative
Mr. Meza, Building Inspector
Mr. Perez, Building Inspector
Ms. Barua, Senior Portfolio Specialist
Ms. Equite, Assistant Portfolio Specialist
Ms. Celestine, Assistant Portfolio Specialist

SHAREHOLDER COMMENTS

No shareholder made a comment.

MINUTES

The Regular Meeting Minutes of April 19, 2023, were approved by general consent of the board to stand as presented.

GRF REPRESENTATIVE'S REPORT

GRF Representative Mr. Thompson, provided an update on GRF projects.

Following questions, Mr. Thompson left the meeting at 9:25 a.m.

BUILDING INSPECTOR'S REPORT

Building Inspector Meza presented his report (attached).

Following a discussion and upon a MOTION duly made by Director Shannon and seconded by Chief Financial Officer Cude, it was

Motion FAILED to approve the patio proposal for Unit 05-118F. Work to be done at the shareholder's expense.

The Motion FAILED unanimously with ROLL CALL vote.

Following a discussion and upon a MOTION duly made by Director Shannon and seconded by Chief Financial Officer Cude, it was

RESOLVED to approve the patio proposal for Unit 05-121- B. Work to be done at the shareholder's expense.

The MOTION passed unanimously with ROLL CALL vote.

Following questions, Mr. Meza and Mr. Perez left the meeting at 9:40 a.m.

UNFINISHED BUSINESS

No Unfinished Business

NEW BUSINESS

No New Business

SECRETARY / CORRESPONDENCE

No correspondence received.

CHIEF FINANCIAL OFFICER'S REPORT

No report.

PRESIDENT'S REPORT

President DeRungs provided an update.

PORTFOLIO SPECIALIST'S REPORT

Senior Portfolio Specialist Barua provided an update.

ANNOUNCEMENTS

- a. **June Monthly Meeting cancelled due to Annual Election Meeting**
- b. **ANNUAL MEETING:** Tuesday, June 13, 2023, at 10:00 a.m., Clubhouse 4 and Zoom Video/Conference Call.
- c. **NEXT MEETING:** Wednesday, July 21, 2023, at 9:00 a.m. via Zoom/Video Conference Call and Conference Room B.

COMMITTEE REPORTS

Landscape

No report was presented.

Physical Property

No report was presented.

Laundry Rooms/Emergency Information

No report was presented.

DIRECTORS' COMMENTS

Several Directors made comments.

ADJOURNMENT

President DeRungs adjourned the meeting at 10:12 a.m. and announced that there would be an Executive Session following the meeting to discuss members issues.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on Wednesday, May 17, 2023, at 10:32 a.m., and took the following actions:

The board approved the Regular Executive Session Minutes of April 19, 2023.

1. Legal Matters
 - a. No legal matters were discussed.
2. Contracts
 - a. No contracts were discussed.
3. Assessments / Delinquencies
 - a. Several letters were drafted.
 - b. Several accounts to monitor.
 - c. Several accounts were closed.
4. Disciplinary Hearings
 - a. No disciplinary hearings occurred.

The Executive Session was adjourned at 11:29 a.m.



Attest, Laura Gardner, Secretary
SEAL BEACH MUTUAL FIVE
CC/RB/DE 05/17/23
Attachments

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE		INSPECTOR: Mike Meza
MUTUAL BOARD MEETING DATE:	April, 2023	

PERMIT ACTIVITY

UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	Improvement Values	RECENT INSPECTION	CONTRACTOR
100-A	KITCHEN REMODEL	BOTH	06/10/23	04/30/23	\$35,500	PLUMB, FRAM, ELEC, 03/27	BA CONSTRUCTINO
95-G	UNIT REMODEL	BOTH	11/20/22	03/15/23	\$138,700	FRAM, ELEC 01/26/23	JC KRESS
70-F	ELECTRICAL WORK	BOTH	11/01/22	01/30/23	\$750	FINAL 01/26/23	CJ CONSTRUCTION
118-F	ROOM ADDITION	BOTH	11/10/23	04/30/23	\$88,000		MP CONSTRUCTION
98-C	COUNTERS/ WASH/DRYER	BOTH	11/12/22	03/30/23	\$20,000	FINAL 02/23/23	MP CONSTRUCTION
113-A	COUNTERTOP KIT	BOTH	11/14/22	12/10/22	\$9,350	WAITING ON CONTRACTOR	M&M SKYLIGHTS
106-E	FLOORING	GRF	12/28/23	02/28/23	\$4,600	FINAL 02/27/23	B&B CARPET
97-C	SLIDING DOOR	BOTH	12/31/23	02/28/23	\$7,800	LATHE/FLASH 02/06/23	VICKERS CONSTRUCTION
121-B	UNIT REMODEL	BOTH	01/01/23	07/30/23	\$65,000	Framing, electrical, 04/12/23	MP CONSTRUCTION
105-C	WINDSCREEN PATIO	GRF	01/03/23	01/15/23	\$1,540	FINAL 01/11/2023	CUSTOM GLASS
93-L	ELECTRICAL OUTLETS	BOTH	01/05/23	04/30/23	\$2,000		JULIAN AGUILAR ELECTRIC
72-J	FLOORING	GRF	01/15/23	02/28/23	\$4,625	FINAL 02/07/23	KARYS CARPET
102-K	PORCH FLOORING	GRF	01/16/23	02/16/23	\$1,188	FINAL 02/10/23	CORNERSTONE FLOORS
115-F	LOWER STORAGE CABINET	GRF	01/20/23	02/26/23	\$1,100	FINAL 02/25/23	VICKERS CONSTRUCTION
115-F	ELECTRICAL OUTLETS	BOTH	01/26/23	03/01/23	\$1,450	FINAL 02/10/23	VICKERS CONSTRUCTION
116-K	LOWER STORAGE CABINET	GRF	01/30/23	03/01/23	\$950	FINAL 02/10/23	VICKERS CONSTRUCTION
98-D	ROOM ADDITION	BOTH	02/01/23	07/30/23	\$28,000		MP CONSTRUCTION
113-D	HEAT PUMP	BOTH	02/13/23	05/13/23	\$7,835	FINAL 03/22/23	GREENWOOD
116-A	SHOWER REMODEL	BOTH	01/30/23	05/18/23	\$23,450	FINAL 04/12/23	LOS AL BUILDERS
112-C	UNIT ABATEMENT	GRF	02/07/23	02/09/23	\$3,200	FINAL 02/09/23	UNIVERSAL ABATEMENT
112-C	UNIT REMODEL	BOTH	01/03/23	04/07/23	\$121,800	PLUMB, FOOTING 04/12/23	BA CONSTRUCTION
115-B	CARPORT CABINET	GRF	02/13/23	03/18/23	\$950	FINAL 03/15/23	VICKERS CONSTRUCTION
121-B	UNIT REMODEL	BOTH				INSULATION 04/14/23	MP CONSTRUCTION
118-F	UNIT REMODEL	BOTH	11/10/23	04/30/23	\$88,000	Dry wall 04/01/23	MP CONSTRUCTION
123-D	COUNTERTOPS	BOTH	03/01/23	06/30/23	\$6,800	FINAL 03/27/23	MP CONSTRUCTION
121-K	LOWER STORAGE CABINET	GRF	03/16/23	04/15/23	\$950	FINAL 03/27/2023	VICKERS CONSTRUCTION
115-J	LOWER STORAGE CABINET	GRF	03/18/23	04/18/23	\$1,100		VICKERS CONSTRUCTION
113-J	UNIT REMODEL					FRAM, ELEC 04/18/23	OGAN CONSTRUCTION
69-J	SHOWER CUT DOWN	BOTH	03/28/23	04/28/23	\$4,535		NUKOTE
115-J	WINDOWS	BOTH	03/30/23	04/30/23	\$3,280	FINAL 04/05/23	VICKERS CONSTRUCTION
115-I	WINDOWS	BOTH	03/31/23	04/30/23	\$4,920		VICKERS CONSTRUCTION
111-E	ELECTRICAL OUTLET	BOTH	04/07/23	04/28/23	\$450		OGAN CONSTRUCTION
94-G	SKYLIGHT FLARE/SLIDER	BOTH	04/10/23	07/20/23	\$30,235		LOS AL BUILDERS
126-K	FLOORING	GRF	04/10/23	05/30/23	\$5,570		KARYS CARPET
120-E	SHOWER CUT DOWN	BOTH	04/13/23	05/13/23	\$2,815		NUKOTE
118-K	PORCH TILE	GRF	04/15/23	05/30/23	\$3,000		KARYS CARPET
115-F	PORCH GATE	GRF	04/17/23	05/10/23	\$690		VICKERS CONSTRUCTION
103-K	SHOWER CUT DOWN	BOTH	04/25/23	05/25/23	\$4,535		NUKOTE
125-E	FLOORING	GRF	04/30/23	05/30/23	\$4,500		KARYS CARPET
121-D	LOWER STORAGE CABINET	GRF	05/08/23	06/30/23	\$1,750		BERGKVIST

ESCROW ACTIVITY

Unit #	NMI	PLI	NBO	FI	FCOEI	ROF	ACTIVE, CLOSING, CLOSED
							12 4 2
71-L		03/24/22					
95-K		03/29/23					
97-G		03/14/23					
101-B		06/21/22					
101-L		02/21/23					
104-F		01/27/23					
105-I		12/13/22	04/11/2023	04/11/23			
115-F		10/13/22	01/10/23	01/11/23	1/26/2023	03/01/2023	

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE		INSPECTOR: Mike Meza					
MUTUAL BOARD MEETING DATE:		April, 2023					
116-E		12/06/22					
120-J		03/17/23					
122-A		03/29/23					
122-L		11/17/22					
122-E		10/21/22	01/03/23	01/03/23	01/17/23	03/01/2023	
123-D		04/014/23					
124-J		11/17/22	03/09/23	03/14/23	03/28/23		
124-L		02/24/23					
126-G		03/24/23	04/10/23	04/10/23			
126-K		03/10/23	03/23/23	03/24/23	04/07/23		

SHADED AREAS HAVE BEEN SIGNED OFF

FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS

CONTRACTOR	PROJECT
J&J LANDSCAPE AUGUST 8th 2025	Landscaping & Irrigation
EMPIRE PIPE DECEMBER 31st 2022	Annual inspection
FENN MAY 31st 2023	Pest and rodent control services BIDS received
ROOFING STANDARDS	Buildings 70, 100, 101, 113, 120 Completed
ROOFING STANDARDS 2023	Buildings 96, 97, 107, 112, 123, 125 Contract being drafted.

SPECIAL PROJECTS

Contractor	Discription of Work

SHAREHOLDER AND MUTUAL REQUEST

93-B Pass out notice	Inspect mutual sidewalks
93-A Pass out notice	
126-K Meet with contractor regarding escrow repairs	
90-G Inspect entry sidewalk	
120-K Roofing issues	

A MESSAGE FROM THE PRESIDENT, MAY 2023

I want to remind everyone that there has been a troubling trend of openly criticizing the volunteer board members of the Mutuals, the GRF board members, and the GRF staff who assist us in fulfilling our tasks.

I would remind everyone that we should be committed to creating a community and a workplace that is welcoming, appreciative, forgiving, and free from hostility, threats, and personal criticism. Your Mutual 5 Board does an excellent job of upholding these standards.

Phrases like “that’s GRF for you” or “that’s the mutual for you” or “I don’t work for you--you work for me” should never be uttered. Rather ask “how can we make our mutual and all of Leisure World a better place?” Questions, constructive criticism, and advice are always welcome.

All seven members of the Mutual 5 Board do an excellent job of addressing every problem we are aware of and maintaining our mutual. But shareholders must always remember that the Board is a dedicated group of well-trained volunteers who should not be expected to be on call day and night, every day of the week.

Please limit your non-emergency phone calls to 8:00 a.m.-4:30 p.m. Monday-Friday. Call Security 24/7 after hours or on weekends for all emergency service maintenance problems (such as water or power). All routine service maintenance calls should be made during regular hours.

And remember—email is your friend. Every board member has provided an email address to make communication easier and more accurate. When you write please include your full name, plus unit number (Jane Doe, Unit 79-D). You will receive an answer as soon as we can gather the information.

I love our Mutual and I love living in Leisure World. That’s why we all give our time to the cause.

Linda DeRungs, Mutual 5 President