

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SIX
March 24, 2017
Administration Building, Conference Room A, at 9:30 a.m.

1. CALL TO ORDER
2. ROLL CALL
3. SHAREHOLDER COMMENTS
4. INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), AND STAFF:
 - Ms. Hopewell, GRF Representative
 - Ms. Hopkins, Mutual Administration Director
 - Ms. Miller, Director of Finance
 - Mr. Van Horn, Building Inspector
 - Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES: **Regular Monthly Meeting of February 24, 2017**
6. BUILDING INSPECTOR'S REPORT (pages 2-3) Mr. Van Horn
7. **GUEST SPEAKER – Presentation of 2016 Financial Statements** **Ms. Miller**
8. GRF REPRESENTATIVE Ms. Hopewell
9. CHIEF FINANCIAL OFFICER'S REPORT Mr. Turetskiy
10. UNFINISHED BUSINESS
 - a. Buyer premium for new residents moving in to Mutual Six
 - b. Procedure on death notifications – Policy 7549 – Lockout Procedures (pages 4-5)
 - c. Ratify email vote for the removal of tree at Building 139
 - d. Scope of Work Carports 72 and 73
 - e. Completion date of Carports 78 and 80
 - f. Update on Carport 73, Electrical Vehicle Charging Station – Beta Site
 - g. Update on Oakmont Road/St. Andrews Drive STOP signs
 - h. Tree selection planning update
 - i. Update on Annual Mutual Dinner Dance – June 10, 2017

(STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT))
11. NEW BUSINESS
 - a. Presentation of 2016 Financial Statements Ms. Miller
 - b. Roofing of open patio Unit 142-D and authorization for President to sign contract (contract has been written and work has begun)
 - c. Repainting of curbing, Carports 81 and 82
 - d. Rescind Policy 7512 – Guarantor Agreement Form (pages 6-7)
12. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
13. ADJOURNMENT
14. EXECUTIVE SESSION (legal & member issues)

STAFF WILL LEAVE THE MEETING BY 12:10 p.m.
NEXT MEETING: April 28, 2017, at 9:30 a.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (06) SIX

INSPECTOR: Dave Van Horn

MUTUAL BOARD MEETING DATE: MARCH 24, 2017

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
132 H	SKYLIGHTS	BOTH			NO	STILL NOT SIGNED	REPAIRS NOT COMPLET 2/28/2017
144 H	DISH WASHER	BOTH			NO	SIGNED OFF	3/3/2017

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
66 E			02/15/17	02/24/17	03/08/17		
64 D			02/08/17	02/08/17	02/22/17		
67 A			02/28/17	03/03/17	03/15/17		
142 B			2/24/17	02/28/17	03/10/17		
61 H			03/08/17	03/08/17			
59 L			03/03/17				

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

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(06) SIX**

INSPECTOR: Dave Van Horn

MUTUAL BOARD MEETING DATE: **MARCH 24, 2017**

CONTRACTS	
CONTRACTOR	PROJECT
M J JURADO	C/P CONCRETE 1/9/17- 3/31/17
JOHNS LANDSCAPE	4/30/16 - 4/30/18
OC RESERVE STUDY	12/31/17 - 12/31/19
FENN	3/31/15 - 3/31/17

SITE VISITS	
UNIT NUMBER	REASONS
142 B, CHECKED STOVE HOOD & BATH FAN.	NO W.O. AT THIS POINT
132 F, REGARDING WINDOW LEAK	NO W.O. AT THIS POINT
137 L, CHECKED ROOF LEAK	W.O. SENT FOR DRY OUT & REPAIR
C/P 72 REGARDING CONCRETE WORK	

MUTUAL OPERATIONS**DRAFT 2-25-17****RESIDENT REGULATIONS****Lockout Procedures**

The following will be in effect for units after the death of a shareholder/owner:

1. Death with Surviving Shareholder/Owner Living in the Unit

If the death of the shareholder/owner occurred at the unit and a surviving shareholder/owner is living in the unit at the time, a Bereavement Book will be left at the unit by Security.

If the death of the shareholder/owner occurred outside the unit and a surviving shareholder/owner is living in the unit at the time, a Bereavement Book will be provided by Foundation personnel at the time the death is reported.

2. Death of Sole Owner

a. Unattended Death

If death is unattended and the unit is sealed per law enforcement or coroner's order, then no one may access the unit until official next-of-kin determination is made by the coroner's office. Security will leave a Bereavement Book at the unit and place a knoblock on the door. If the door cannot accommodate a knoblock, a plywood sheet shall be affixed over the door. If someone comes forward as Trustee, non-resident co-owner or with other legal authority, Foundation personnel must check with the coroner's office before permitting access to the unit.

b. Attended Death

Security will identify on the DOA report those present at the time of death, including family members, hospice workers, caregivers, and other individuals. A Bereavement Book will be left at the unit. If someone present is identified as legal authority of the unit and can provide evidence of same, Security will instruct them to visit the Stock Transfer Office as soon as possible. Security will inform all persons present that no one may stay in the unit overnight without Mutual permission, unless they are a registered caregiver or co-occupant.

If legal authority is not established at the unit via documentary evidence, all persons present will be asked to leave the unit until legal authority is established at the Stock Transfer Office. From there, the unit will be knoblocked or a plywood sheet shall be affixed to the door. The exception to this is if a registered co-occupant or caregiver lives at the unit, or if Mutual permission is obtained.

MUTUAL OPERATIONS**DRAFT 2-25-17****RESIDENT REGULATIONS****Lockout Procedures****3. Reporting of Death to Mutual President**

Shareholder/owner deaths shall be reported to the Mutual President within one (1) to two (2) business days with the following information:

- a. Name of decedent
- b. Date and location of death
- c. Identification of persons present at unit (if any)
- d. Name, relationship and contact information of surviving shareholder/owner (if any)
- e. Name, relationship and contact information of decedent's emergency contacts (if no surviving shareholder/owner is present at the unit)
- f. If legal authority has been established
- g. If/how the unit was secured
- h. If there are any registered co-occupants, caregivers or pets at the unit

MUTUAL ADOPTION

Mutual: _____ **date**

MUTUAL OPERATIONS

RESCIND ALL MUTUALS

RESIDENT REGULATIONS

Guarantor Agreement Form

To: GOLDEN RAIN FOUNDATION and SEAL BEACH Mutual NO. _____
a corporation a corporation
1661 Golden Rain Road
Seal Beach, California 90740

I, _____, the undersigned, hereinafter called "Guarantor," in order to induce you to enter into and permit the issuance by the Golden Rain Foundation of a membership certificate in the Golden Rain Foundation and the transfer and issuance of a share of stock in Seal Beach Mutual No. _____, hereinafter called "Mutual," to _____, hereinafter called "Stockholder," do hereby individually, jointly and severally, as the case may be, guarantee the performance by said "Stockholder" of all the terms and conditions of said Occupancy Agreement and the payment of all payments and monthly carrying charges under the terms and conditions recited in said Occupancy Agreement, or any renewals thereof, and the Guarantor further hereby individually, jointly and severally, as the case may be, understakes to and does agree to indemnify and hold you and your successors and assigns harmless from and against any and all liability, loss, damage or expense including counsel fees which you may incur or sustain by reason of the failure of said "Stockholder" to fully perform and comply with the terms and obligations of membership in the Golden Rain Foundation, the Occupancy Agreement, and the purchase of share of stock in Seal Beach Mutual No. _____.

This guarantee is absolute and complete and shall extend to and cover any and all forms of indebtedness and liability on the part of the said "Stockholder" to the Golden Rain Foundation and/or "Mutual" heretofore accrued or hereafter accruing or arising from the issuance of said membership in the Golden Rain Foundation, said share of stock in "Mutual" and said Occupancy Agreement, and shall extend to any indebtedness of said "Stockholder" to such corporations, and said guarantee shall be a continuing guarantee and no notice of any indebtedness already or hereafter contracted or renewed need be given to the Guarantor or any of them. The Guarantors hereby expressly waive presentment, demand, protest, and notice of protest on any and all forms of indebtedness and also waive notice of the acceptance of this guarantee. Acceptance on the part of the said corporations being conclusively presumed by its request for this guarantee and delivery of the same to it.

Each of the undersigned acknowledges that this guarantee is operative and binding without reference to whether it is signed by any other person or persons. The undersigned all acknowledged that this guarantee is not subject to revocation by the undersigned and pertains to and applies to all monthly carrying charges and payments under the said Occupancy Agreement and said certificates as hereinabove referred to for so long as the said "Stockholder" and/or his or her estate shall hold stock in said corporation.

MUTUAL OPERATIONS

RESCIND ALL MUTUALS

RESIDENT REGULATIONS

Guarantor Agreement Form

GOLDEN RAIN FOUNDATION
a corporation

By _____

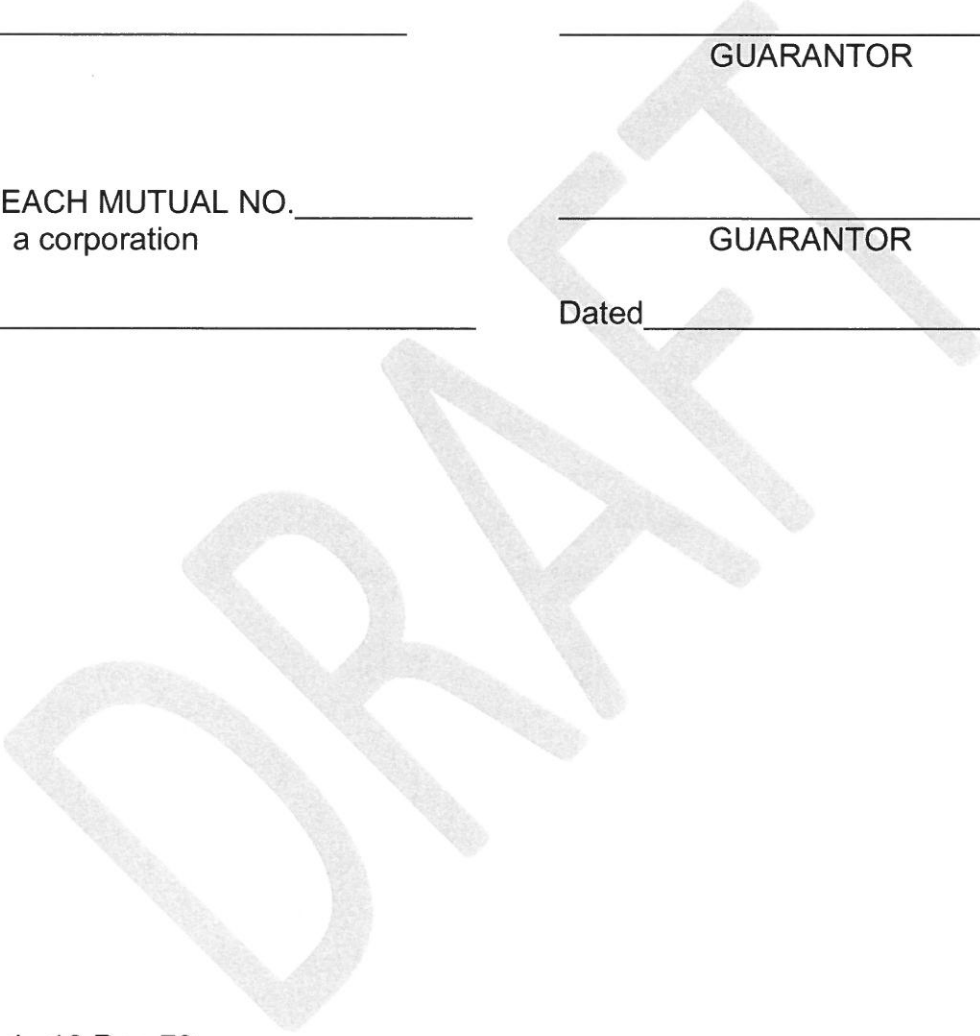
GUARANTOR

SEAL BEACH MUTUAL NO. _____
a corporation

GUARANTOR

By _____

Dated _____



GRB
Approved: 18 Dec 73