

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL SIX
February 22, 2019
Meeting begins at 9:30 a.m.
Building 5 Conference Room B

1. CALL TO ORDER
2. SHAREHOLDER COMMENTS (**limited to 2-3 minutes - agenda items only**)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):
 - Ms. Hopewell, GRF Representative
 - Ms. Hopkins, Mutual Administration Director
 - Mr. Van Horn, Building Inspector
 - Ms. Villalobos, Recording Secretary
5. APPROVAL OF MINUTES:
 - Regular Meeting Minutes of December 28, 2018**
 - Regular Meeting Minutes of January 25, 2019**
6. BUILDING INSPECTOR'S REPORT Mr. Van Horn
 - Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.3)
7. GRF REPRESENTATIVE Ms. Hopewell
8. **UNFINISHED BUSINESS**
 - a. Discuss and vote to approve/deny a contract with Fenn for bate boxes (p.4)
 - b. Discuss and vote to ratify the phone poll conducted on February 7, 2019 regarding Roseman Law APC legal opinion (p.5)
 - c. Update from Washer/Dryer Committee
 - d. Update from Re-pipe Committee
9. **NEW BUSINESS**
 - a. Appointment of New Mutual Director for the remaining term of 2018-2019 (p.6)
 - b. Discuss Mutual Board vacancies and 2019 Elections
 - c. Discuss and vote to approve/deny Department Appointment Setting Commitment by Mutual Board of Directors (p.7)

STAFF BREAK BY 11:00 a.m.

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| 10. | SECRETARY/CORRESPONDENCE | Ms. Simpson |
| 11. | CHIEF FINANCIAL OFFICERS REPORT | Mr. Turetskiy |
| 12. | MUTUAL ADMINISTRATION DIRECTOR | Ms. Hopkins |
| 13. | COMMITTEE REPORTS | |
| | a. Landscape/Contract | Mrs. Burge |
| | b. Physical Property | Mr. May |
| 14. | DIRECTORS' COMMENTS | |
| 15. | SHAREHOLDER(S)' COMMENTS (2-3 MINUTES) | |
| 16. | ANNOUNCEMENTS | |
| | a. NEXT MEETING, Friday, March 6, 2019, at 9:30 a.m.
in Building 5, Conference Room B | |
| 17. | ADJOURNMENT | |

STAFF WILL LEAVE THE MEETING BY 12:00 p.m.

Mutual Corporation No. Six

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY A CONTRACT WITH FENN FOR BATE BOXES (UNFINISHED BUSINESS ITEM A)
DATE: FEBRUARY 22, 2019
CC: MUTUAL FILE

At the November 30, 2018 Board Meeting, the Board of Directors requested that GRF Inspector ask Fenn for a contract to add bate boxes and provide the information at the next monthly board meeting.

I move to approve/deny the contract submitted by Fenn for bate boxes amount not to exceed \$_____ and authorize the President to sign the contract.

Mutual Corporation No. Six

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO RATIFY THE PHONE POLL CONDUCTED ON
FEBRUARY 7, 2019 REGARDING ROSEMAN LAW APC LEGAL OPINION
(UNFINISHED BUSINESS ITEM B)
DATE: FEBRUARY 22, 2019
CC: MUTUAL FILE

I move to ratify the phone poll conducted on February 7, 2019 regarding approval of the Roseman Law APC proposal regarding Legal Opinion, Financial Procedures and Approvals at a cost not to exceed \$222.22

Mutual Corporation No. Six

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: APPOINTMENT OF A NEW MUTUAL BOARD DIRECTOR
(NEW BUSINESS ITEM A)
DATE: FEBRUARY 22, 2019
CC: MUTUAL FILE

*I appoint _____, as Director to Mutual Six Board
for the remaining 2018-2019 term of office.*

Mutual Corporation No. Six

MEMO

TO: MUTUAL BOARD OF DIRECTORS
FROM: MUTUAL ADMINISTRATION
SUBJECT: DISCUSS AND VOTE TO APPROVE/DENY APPOINTMENT SETTING
COMMITMENT BY MUTUAL BOARD OF DIRECTORS
(NEW BUSINESS ITEM C)
DATE: FEBRUARY 22, 2019
CC: MUTUAL FILE

The GRF staff provides valuable services to all Mutual's, to maintain these valuable services, we are again soliciting all Mutual Board of Directors to help support our united mission. To maintain our collective community for the betterment of all. To facilitate this mission and to help control time, focus and most importantly expense, I take this opportunity to kindly request action from all Mutual Board of Directors to help us support you, so that we may insure all goals and tasks are accomplished in a timely and productive manner.

The following departments require appointments: Mutual Administration, Accounting, Physical Properties, Service Maintenance and Purchasing Department.

Yes, there are emergencies and emergencies can be readily defined as:

- Posing an immediate threat to life, health, property, or environment
- Has already caused loss of life, health detriments, property damage, or environmental damage
- Has a high probability of escalating to cause immediate danger to life, health, property, or environment

In this our commitment to you is:

- Response to all requests for appointments within:
 - If request is made **before** 1 pm (business day), the same day.
 - If request is made **after** 1 pm (business day), the next business day by 10am

I move to approve/deny, a commitment, by the Board of Directors of Mutual Six, to help support the unified mission of the collective Mutual's of Leisure World Seal Beach, to ensure appointments are made to meet with GRF staff.