

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL FOURTEEN**

**August 14, 2016**  
**1:00 p.m. Meeting begins**

1. CALL TO ORDER & *PLEDGE OF ALLEGIANCE*
2. ROLL CALL
3. SHAREHOLDER COMMENTS
4. INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), AND STAFF:  
Ms. Hopkins, Mutual Administration Manager  
Mr. Black, Building Inspector  
Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES:  
Regular Meeting of July 19, 2016
6. WELCOME
7. PRESIDENT'S REPORT
  - a. Discussion of M14 Picnic - Approve Budget
8. BUILDING INSPECTOR'S REPORT Mr. Black
  - a. Approval of Unit 49-G Patio
  - b. Roofing Update
9. PHYSICAL PROPERTY COMMITTEE REPORT Mr. Stefun
10. MUTUAL ADMINISTRATION DIRECTOR'S REPORT Ms. Hopkins
11. UNFINISHED BUSINESS
  - a. Rescind Policy  
7701.14 – Personal Property Insurance Mr. Melody
    1. Discuss H06 insurance and protecting assets.
  - b. Ratify Policy 7502.14 - Carport Regulations

12. NEW BUSINESS Mr. Melody
- a. Ratify phone vote authorizing President Melody to sign the contract for Direct TV satellite dish on each building with Thorcomm LLC.
  - b. Discuss and adopt Policy 7585.14 - Governing Document Compliance Corrective Measures and Fines
  - c. Adopt Policy 7505.14 – Maintenance Responsibility

**STAFF SECRETARY BREAK TIME (TIME TO BE DETERMINED BY PRESIDENT)**

13. CFO/FINANCIAL REVIEW/BUDGET REPORT Mr. Faucett
14. VICE PRESIDENT REPORT Mrs. Jorgenson
15. SECRETARY’S REPORT Mrs. Worthington
16. COMMITTEE REPORTS:
- a. Landscape Committee Report Mr. Faucett
  - b. Emergency Prep Chair Report Mrs. Jorgenson
    - 1. Emergency Sheds Mr. Bourhenne
  - c. SmartBurners/FireAvert Chair Report Mr. Bourhenne
    - 1. Discuss and vote on Mutual Fire Suppressant products as recommended by sub-committee
  - d. Pets/Caregivers Chair Reports Mrs. Simon
17. SHAREHOLDER COMMENTS (Agenda Items Only)
18. ADJOURNMENT
19. EXECUTIVE SESSION (Legal, Member Issues)

**STAFF WILL LEAVE THE MEETING BY 4:10 P.M.**

**NEXT MEETING: Tuesday, September 20, 2016, at 1 p.m.**  
**Building 5 Conference Room B**

**MUTUAL OPERATIONS**

7505.14

**RESIDENT REGULATIONS**

**Maintenance Responsibility**

WHEREAS, The Occupancy Agreement in Seal Beach Mutual Fourteen contains a provision under Article 11, Repairs, paragraph (b), whereby the Corporation shall (among other things) provide and pay for all necessary repairs, maintenance and replacements, except as specified in clause (a) of this Article, and

WHEREAS, That all additions or alterations to the apartment become Mutual property when attached to the building, and under the residential permit for alterations or additions, the resident agrees that they "...will not look to the Golden Rain Foundation or the Mutual Corporation for reimbursements for, or maintenance of, the addition or the alteration, ..." and

WHEREAS, That the Seal Beach Mutual Corporation and General Accounting Principles Guidelines set up specific guidelines and directions for the creation of a reserve fund for the replacement items listed in "Breakdown of Reserve for Replacement," now

THEREFORE BE IT RESOLVED, That any repairs, maintenance, or replacement of any additions or alterations to the original structure be the responsibility of and all charges for same are paid by the resident shareholder originally applying for the addition or alteration permit or the successor shareholder resident of that apartment.

BE IT FURTHER RESOLVED, That a copy of this resolution, together with a list of all additions and/or alterations added to the original apartment be attached to the escrow agreement in order to inform all successor shareholder residents.

BE IT FURTHER RESOLVED, That the existing owner/shareholder, upon the resale or sale of the apartment, shall obtain a one-year warranty on each non-standard appliance and provide all warranties in the escrow packet.

BE IT FURTHER RESOLVED, That in order to keep Mutual Fourteen protected and to enforce our 30-year warranty with the Kellie Vaughn Company:

1. Only access to the roof is GRF Service Maintenance, Inspectors and Kellie Vaughn contractor.
  - a. Skylight repair and cleaning and dryer vent cleaning will be done by GRF Service Maintenance Department only. No handyman or others are allowed on M14 roofs.
2. No ladders will be allowed to rest on or against the gutters of our buildings. This includes Service Maintenance, Inspectors, gardeners, or Kelly Vaughn. The ladder must be used at the end of the building.
3. Direct TV satellite service will be allowed only through satellite dish installed and maintained by Thorcomm LLC. Requests for connection must be submitted to GRF Physical Properties Department.
4. Shareholders violating this policy will be subject to Mutual Fourteen's Fine Policy 7585.14.

MUTUAL ADOPTION

FOURTEEN: 03-25-70

AMENDMENTS

10-25-05  
2-16-16  
8-16-16

**MUTUAL OPERATIONS****RESIDENT REGULATIONS****GOVERNING DOCUMENT COMPLIANCE**  
**CORRECTIVE MEASURES AND FINES – MUTUAL FOURTEEN ONLY****Basic Compliance Policy:**

The objective of this Compliance Policy shall be to promote and seek voluntary compliance of shareholders for themselves, those qualified to reside with them and the shareholders' visitors including, but not limited to guests, employees and delivery personnel with the Seal Beach Mutual No. Fourteen Occupancy Agreement, Bylaws, 7000 Series Policies, and Rules and Regulations, all as amended and supplemented (collectively, "Governing Documents").

**Reporting Violations:**

Any resident shareholder, including any shareholder serving on the Board, may report violations. Contact Security or the Board of Directors.

Such reports shall constitute a complaint and will be documented in writing to include the time, date, nature of violation, circumstances, and location and address of person or persons responsible. The complaint will be provided to the Mutual for review and, if necessary, enforcement action.

**Enforcement Procedures:**

The Mutual may, in the Board's discretion, enforce any violation of the "Governing Documents" by pursuing, without limitation any one, or combination of, the remedies described below in paragraphs, One, Two, or Three (1, 2, or 3). Notices described in One and Two below shall include a statement inviting the shareholder to a hearing or their right to request a hearing.

1. Send an initial notice of violation letter to the resident shareholder stating the nature of the alleged violation. In the event that the shareholder does not take corrective action and continues to be non-compliant, the notice will include a reasonable date within which to voluntarily comply.
2. Send a notice of violation and intent to impose a fine. Fines will be imposed in accordance with the Mutual's Violation Fine Schedule.

**MUTUAL OPERATIONS**

**RESIDENT REGULATIONS**

**GOVERNING DOCUMENT COMPLIANCE**

**CORRECTIVE MEASURES AND FINES – MUTUAL FOURTEEN ONLY**

3. An action in law or in equity to recover the sums due for damages injunctive relief or any other appropriate legal or equitable relief that may be available to the Mutual.

**MUTUAL ADOPTION**

FOURTEEN: 8/16/16

(Aug. 16)

**MUTUAL OPERATIONS****RESIDENT REGULATIONS****GOVERNING DOCUMENT COMPLIANCE****CORRECTIVE MEASURES AND FINES – MUTUAL FOURTEEN ONLY****Fine Schedule:**

A monetary fine in accordance with the Fine Schedule may be imposed after or concurrent with notice and opportunity for hearing, and the Board of Directors, or committee appointed by the Board, in its discretion, has determined that a resident is non-compliant with or has violated the “Governing Documents”.

**FINE SCHEDULE**

	<b>1<sup>st</sup> Offense</b>	<b>2<sup>nd</sup> and each subsequent and/or continuation of offense</b>
<b>Residency/occupancy violations (e.g. unauthorized occupants, guests residing longer than permitted)</b>	<b>Notice to Comply in 48 hours</b>	<b>\$500 and \$100 per/day for each additional day of non-compliance</b>
<b>Violation of 7505.14 Maintenance Policy Permits and Roof Access</b>	<b>\$1000 and removal of unauthorized installation if non-compliant equipment if applicable</b>	
<b>Violation of Mutual Occupancy Agreement &amp; all other Policies</b>	<b>Written warning</b>	<b>\$100</b>

**MUTUAL ADOPTION**

FOURTEEN: 8/16/16

(Aug. 16)