

BUILDING/UNIT _____

DRAFT

BUILDING CAPTAIN _____

**MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOURTEEN
March 15, 2016**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Fourteen was called to order by President Melody at 1:00 p.m. on Tuesday, March 15, 2016, followed by the *Pledge of Allegiance*, in the Administration Building Conference Room A.

SHAREHOLDER COMMENTS

Several shareholders made comments or introduced themselves.

ROLL CALL

Present: President Melody, Vice President Soderholm, Secretary Worthington, CFO Faucett, and Directors Durham, Henry, Johnstone, and Jorgenson

Absent: Director Destra

GRF

Representative: Mr. Lukoff

Guests: Twenty-one shareholders of Mutual Fourteen

Staff: Ms. Hopkins, Mutual Administration Asst. Mgr.
Ms. Miller, GRF Director of Finance
Mr. Black, Building Inspector (1:15 p.m.)
Mrs. Weller, Mutual Administration Director/Acting
Recording Secretary

President Melody welcomed staff members and guests.

APPROVAL OF MINUTES

President Melody asked if there were any corrections to the February 16, 2016, Regular Monthly Meeting. There being no corrections, the minutes were approved as printed.

PRESIDENT'S REPORT

President Melody submitted his report (attached).

GUEST SPEAKER – Ms. Miller

Following a brief discussion, and upon a MOTION duly made by CFO Faucett and seconded by Director Johnstone, it was

RESOLVED, That the Board of Directors of Seal Beach Mutual No. Fourteen, upon a presentation of the Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditor's Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein.

The MOTION passed.

Ms. Miller left the meeting at 1:47 p.m.

BUILDING INSPECTOR'S REPORT

Inspector Black reviewed his report summary (attached).

BUILDING INSPECTOR'S REPORT (continued)

After review of several shareholder requests regarding patio additions and/or extensions, the following Board actions were taken.

The shareholder in Unit 49-A is requesting to add a manual retractable awning over the patio. After a discussion, and upon a MOTION duly made by Director Jorgenson and seconded by Director Henry, it was

RESOLVED, To approve the installation of an 8½' X 12' manual retractable awning on the end of Unit 49-A. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

The MOTION passed with President Melody recusing himself from the vote.

The shareholder at Unit 15-F is requesting to increase the patio size and add a wall at the patio. After Board discussion and review of the drawing/rendition of the proposed patio specifications, and upon a MOTION duly made by Director Johnstone, and seconded by Director Worthington, it was

RESOLVED, To approve the shareholder's request to enlarge the current patio size and add a wall at Unit 15-F, per the specifications presented to the Board of Directors. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

The MOTION passed with one abstention (Jorgenson).

BUILDING INSPECTOR'S REPORT (continued)

The Board members reviewed a drawing/rendition of a proposed patio installation at Unit 27-A, to be located between the laundry room and the in-ground transformer. Due to the close proximity of the exit vent from the laundry room, the shareholder would be required to install a riser vent from that location up to the roof in order to redirect the warm air and dust particles emanating from the laundry room away from the proposed patio. Upon a MOTION duly made by Director Henry and seconded by CFO Faucett, it was

RESOLVED, To approve the request for the installation of a patio at Unit 27-A, to include a riser vent installation to redirect the warm air and dust particles emanating from the laundry room away from the proposed patio. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

The MOTION passed.

The Board members reviewed a request from the shareholder in Unit 14-A to increase the size of the current patio and add a wall. The Board reviewed the request and specifications. Upon a MOTION duly made by Director Henry and seconded by Director Johnstone, it was

RESOLVED, To approve the request to enlarge the existing patio, and add a wall at Unit 14-A. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

The MOTION passed.

BUILDING INSPECTOR'S REPORT (continued)

Vice President Soderholm noted to Inspector Black that the diamond plates located over the drain ditches look to be in need of painting and are discolored and unattractive. Advisory Director Bourhenne has been tasked to oversee this painting project and report back to the Board.

Inspector Black left the meeting at 2:18 p.m.

PHYSICAL PROPERTY COMMITTEE REPORT

President Melody presented his report (attached).

GOLDEN RAIN FOUNDATION REPRESENTATIVE'S REPORT

GRF Representative Lukoff submitted his report (attached).

GRF Representative Lukoff presented pictures and a report on the proposed street reconfiguration of St. Andrews Drive. He stated that this would be a single lane concept much like the reconfiguration of Golden Rain Road.

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Ms. Hopkins presented her report on elections (attached). Also, acting in place of the Mutual Administration Director, she presented Mrs. Weller's monthly report (attached).

OLD BUSINESS

Following a discussion, and upon a MOTION duly made by Vice President Soderholm and seconded by Director Jorgenson, it was

OLD BUSINESS (continued)

RESOLVED, To ratify amended/posted Policy
7499.14 – Air Conditioning/HVAC/Heat Pump
Units.

The MOTION passed.

Director Johnstone stated there was no committee update on the parking policy and towing. President Melody discussed the Seal Beach Police Department coming into the community and issuing tickets to persons who park in front of fire hydrants and at or on the red curb fire lanes. Currently the police will only be issuing tickets on golden Rain Foundation Trust streets.

Upon a MOTION duly made by Director Johnstone and seconded by Director Henry, it was

RESOLVED, To send a letter to the City of Seal Beach requesting that the Police Department issue tickets on Mutual Fourteen property to persons parked at red curbs and in front of hydrants.

The MOTION passed.

President Melody discussed the importance of the pending towing service agreement for Mr. C's Towing Service that needs to be signed. It was the consensus of the Board that the towing agreement should be signed in light of the request being tendered to the City of Seal Beach Police Department to patrol and ticket in Mutual Fourteen.

OLD BUSINESS (continued)

Upon a MOTION duly made by Director Johnstone, and seconded by Director Worthington, it was

RESOLVED, To sign the towing agreement for Mutual Fourteen with Mr. C's Towing Service.

The MOTION passed.

NEW BUSINESS

The Board discussed seeking the Golden Rain Foundation's assistance in investigating the costs of hiring an emergency preparedness professional to assist in creating a community-wide emergency preparedness master plan. Upon a MOTION duly made by Director Johnstone and seconded by CFO Faucett, it was

RESOLVED, That Mutual Fourteen requests that the Golden Rain Foundation investigate the cost of a consulting firm or consultant to formulate an emergency preparedness community-wide master plan.

The MOTION passed.

CFO / FINANCIAL REVIEW / BUDGET REPORT

CFO Faucett presented his report (attached).

Following a discussion, and upon a MOTION duly made by CFO Faucett and seconded by Director Johnstone, it was

CFO / FINANCIAL REVIEW / BUDGET REPORT (continued)

RESOLVED, To renew the seven-month Luther
Burbank CD by Friday, March 18, 2016.

The MOTION passed.

VICE PRESIDENT/LANDSCAPE COMMITTEE REPORT

Vice President Soderholm presented his report (attached). In addition, he stated that some grass areas within the Mutual do have brown areas. He cautioned to have patience for a couple more weeks. Mowing will soon be on a once-a-week basis.

SECRETARY'S REPORT

Ms. Worthington had nothing to report this month.

COMMITTEE REPORTS

Emergency Preparedness

Director Johnstone had nothing to report this month.

SmartBurner Chair Committee Report

Director Johnstone stated this issue is still in a period of investigating costs and suitability, as well as determining what is actually needed in each kitchen (one or two units).

Caregivers / Pets

Director Henry presented her reports (attached).

EXECUTIVE SESSION

The Executive Session following the meeting was to discuss member issues.

ADJOURNMENT

President Melody adjourned the meeting at 3:44 p.m. and announced that there would be an Executive Session following the meeting to discuss member issues.

Attest
Sue Worthington, Secretary
SEAL BEACH MUTUAL FOURTEEN
cd:03/30/16
Attachments

(These are tentative minutes, subject to approval by the Board of Directors at the next Regular Board of Directors Meeting.)

NEXT MEETING: APRIL 19, 2016

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF MARCH 15, 2016**

03/15/16 RESOLVED, That the Board of Directors of Seal Beach Mutual No. Fourteen, upon a presentation of the Financial Statements as of December 31, 2015, for the year then ended, and the proposed Independent Auditor's Report as submitted by NSBN LLP, hereby accepts the above mentioned Financial Statements and reports therein.

RESOLVED, To approve the installation of an 8½' X 12' manual retractable awning on the end of Unit 49-A. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

RESOLVED, To approve the shareholder's request to enlarge the current patio size and add a wall at Unit 15-F, per the specifications presented to the Board of Directors. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

RESOLVED, To approve the request for the installation of a patio at Unit 27-A, to include a riser vent installation to redirect the warm air and dust particles emanating from the laundry room away from the proposed patio. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

RESOLVED, To approve the request to enlarge the existing patio, and add a wall at Unit 14-A. Further, that the project shall have the proper permit on file, and follow all applicable Mutual policies.

RESOLVED, To ratify amended/posted Policy 7499.14 – Air Conditioning/HVAC/Heat Pump Units.

RESOLVED, To send a letter to the City of Seal Beach requesting that the Police Department issue tickets on Mutual Fourteen property to persons parked at red curbs and in front of hydrants.

RESOLVED, To sign the towing agreement for Mutual Fourteen with Mr. C's Towing Service.

**BOARD OF DIRECTORS
MUTUAL FOURTEEN**

March 15, 2016

RESOLVED, That Mutual Fourteen requests that the Golden Rain Foundation investigate the cost of a consulting firm or consultant to formulate an emergency preparedness community-wide master plan.

RESOLVED, To renew the seven-month Luther Burbank CD by Friday, March 18, 2016.

PRESIDENT'S REPORT

3/15/2016

Good afternoon everyone. I would like to thank you all for participating in your Mutual 14 board meeting

As you are aware, our Mutual election for Board Members will be on May 19th at our Annual Meeting. Those desiring to run for the board have until March 21st at 4:30 p.m. to turn in their applications. This will be the first time that we will be electing only 7 Board Members. It is important to the Mutual that should you desire to run for the Board that you be prepared to give your time and experience in helping your fellow shareholders by working on committees, attending both board and executive meetings, and being responsible for up to five buildings, attached laundry rooms and carports. Taking phone calls from shareholders on maintenance issues from 8 a.m. to 4:30 p.m. Monday through Friday is also part of the responsibility. The past year 8 of your board members have worked together as a team and it is my hope that you will elect those people that will be committed to the best interests of Mutual 14 by attending board meetings, executive meetings and Golden Rain Director Trainings. The ballots will be mailed on April 19th the date of our next board meeting and we have scheduled our next town hall "meet the candidates" meeting for Wednesday April 20th at 1 p.m. in Clubhouse 3.

I am happy to announce that the Orange County Council on Aging now has offices in Clubhouse 5, Monday through Thursday, 9 a.m. to 12 p.m. An informational flyer on this is attached. This group also has a "save the date" of April 29th to talk on "the future of Medicare and Medicare fraud", flyer attached.

In Executive Session the Board elected to hire new corporate attorneys for Mutual 14. They are KGS&W LLC of Sherman Oaks. Gary Kessler, our attorney with the Adams Kessler has joined this firm and we have chosen to go with him.

I would like to ask for everyone's help in caring for your Mutual 14. IF YOU SEE SOMETHING, SAY SOMETHING TO A BOARD MEMBER. It is up to each and every one of us to help maintain the safety and security of our neighborhood. You all here know our rules, if someone is breaking them please report it. Whether you call your board or Security this is an anonymous process. Your name will not be used. Help keep us safe.

Respectfully submitted,

Lee Melody, President

attachments

HICAP

- *Contact*

- HICAP at Leisure World
- Clubhouse 5 First Floor
- Monday – Thursday 9:00 am – 12:00 pm
- Tel (562) 472-0275
- HICAP_LWSB@coaoc.org

COUNCIL
ON AGING
ORANGE COUNTY

Benefit Enrollment Centers (BEC) at Leisure World

- Two BEC * counseling sessions a week
 - 4 clients each session = 8 clients a week
- Screen 400+ clients a year with 30% qualifying for at least one BEC program.
- Assist 125 clients in applying for BEC programs
- Estimated savings/client: \$1,243 a year
- Total estimated savings \$155,375/year

Supported by grant from Golden Age Foundation



No-cost, Unbiased Medicare Counseling
Health Insurance Counseling & Advocacy Program

SAVE THE DATE

Friday, April 29th

2:00 – 3:30PM

Clubhouse 2

“The Future of Medicare & Medicare Fraud”

WHAT EVERY BENEFICIARY NEEDS TO KNOW
ABOUT THE BENEFITS ENROLLMENT CENTER (BEC)

*Refreshments will be provided
courtesy of the Golden Age Foundation*

Health Insurance Counseling & Advocacy Program

HICAP at LWSB

Clubhouse 5, First Floor

Monday – Thursday, 9AM – 12PM

Call to review your plan and benefits at 562-472-0275

COUNCIL ON AGING
ORANGE COUNTY

1. MUTUAL ESCROW ACTIVITY

- **Prelisting Inspections**
 - 12A
 - 32F
 - 3D
- **New Buyer Orientations**
 - 30G
 - 28L
 - 18A
 - 32B
- **Close of Escrows**
 - 18A
 - 32B
 - 28I

2. MUTUAL PERMITS

- See attached spreadsheet

3. MUTUAL PROJECTS

- **Roofing**
 - **Roof leaks**
 - 26F – repaired
 - 26G – repaired
 - 31A – completed
 - 33A – on hold roof to be re-roofed 3334
 - 49D – repaired
 - 13A – completed
 - 29F – repaired
 - RFP's sent out to other contractors for other bids, bidders conference set for 3/15/16 @11am physical property office
- **Landscaping/Gardening**
 - Started and looking good
- **Tree Pruning**
 - completed

4. MUTUAL CONTRAC WORK

- **So Cal Fire Protection** – Contracted for laundry room fire extinguishers
- **Landscape** - Contracted with Valley Crest landscape
- **Pest Control** - Contracted with Fenn Pest Control
- **Tree Pruning** – Contracted with Total Landscape Maintenance
- **Sewer Pipe Cleaning** – Contracted with Empire Pipe Cleaning

5. MUTUAL and SHAREHOLDER REQUESTS

- 49A – shareholder wanting an awning, BOD approval required
- 15F – patio increase with wall, BOD approval required(see update photo)
- 27A – patio request, BOD approval required
- 14A – patio increase with wall, BOD approval required
- 3/15/16 – bidders conference Roofing
- 2/22/16 – landscape meeting held with committee and lead man for Valley Crest

PHYSICAL PROPERTIES REPORT

3/15/2016

In the past month we have received three Intent to Withdraw notices and one close of escrow.

The Board received a final quote on roofing from the only viable bidder, who is currently working in Leisure World. This quote was 20% higher cost than Mutual 4 contracted for last December with this bidder. It was therefore decided to go out for bid with 14 new bidders. These bids are due on March 29th. We are working to ensure that our re-roofing project is done at the lowest possible cost to the mutual.

Please refer to Kevin's report which will detail his activities for the past month. I am happy to report that I haven't received any reports of roofs leaking or any other major issues.

Please remember that only emergencies should be called into Security after 4:30 in the afternoon or on weekends.

Remember, the battery program continues thanks to Jack. Don't forget if your water or smoke alarms are chirping, call Jack at 562-240-5169.

Respectfully submitted,

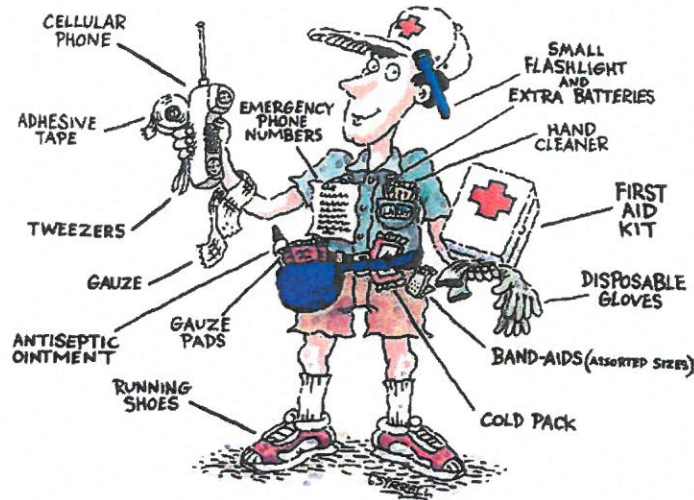
Lee Melody, Chairman Physical Properties Committee



Spring is coming in Our Hometown

The Mutual Administration Director's Report February, 2016

Emergency Preparedness



Are you ready? Safety Sam is!

1. Prepare a grab and go bag.
2. Have all your medications in the bag.
3. Have some canned food.
4. Emergency numbers.
5. Battery lights.
6. First aid kit.
7. **OXYGEN**- make sure you have a backup or a generator if needed. Your oxygen needs must be provided by you...the mutual cannot supply you with a generator to assist with your oxygen unit should the electricity be out.

California Drought

All greenbelt and lawn areas belong to the Mutual Corporation. The watering is done by way of sprinkler systems which are timed to be in compliance with the mandated water conservation established by the City of Seal Beach and the State of California. Please do not water the mutual greenbelts or lawns as that simple act may result in you being fined by the City of Seal Beach Inspectors during their rounds in the community.

Find a little smile – it is the best medicine



CFO Report

March 15, 2016

We have not received February's financial statements. Therefore I cannot report on them.

This Thursday, March 17th the Budget and Finance Committee has a meeting with Erez Kabaker, our BNY Mellon investment advisor to discuss our account options, focusing on the effect of negative interest rates.

Last week, on March 10th our 7 month Luther Burbank Savings CD containing \$88,345 matured. It earned 0.95% interest. The new rate to renew for 7 months is 0.75%. Most short term CD's are offering 0.10 to 0.50%. There are banks that will proffer more for longer periods but all that we have researched require opening a non-interest bearing checking account. In addition we may need to use the money in the short term for roofing. I move that we renew our 7 month Luther Burbank CD by Friday, March 18th.

Service Request Order Recap for February 2016

Bill Type	Labor \$	Material \$	Total \$
01 M 14 Standard	2,206.30	522.42	2,728.72
03 Resident	438.75	29.80	468.55
04 Escrow Seller	692.25	655.57	1,347.82
07 Replacement	399.75	1,449.80	1,849.55
09 Escrow Mutual	185.25	108.84	294.09
10 Escrow Replacement	126.75	932.30	1,059.05
Total, 73 Requests	4,049.05	3,698.73	7,747.78

Jack Faucett

1014 Seal Beach Mutual No. Fourteen
Financial Statement Recap
01/31/2016

Page: 1

P.O. Box 2069
Seal Beach CA 90740

Jan Actual	Jan Budget		2016 Y-T-D Actual	2016 Y-T-D Budget
79,019	79,018	Carrying Charges	79,019	79,018
26,971	26,971	Reserve Funding	26,971	26,971
105,990	105,989	Total Regular Assessments	105,990	105,989
1,104	1,020	Service Income	1,104	1,020
806	1,499	Financial Income	806	1,499
255	2,050	Other Income	255	2,050
2,165	4,569	Total Other Income	2,165	4,569
108,154	110,558	Total Mutual Income	108,154	110,558
47,281	47,281	GRF Trust Maintenance Fee	47,281	47,281
7,036	9,056	Utilities	7,036	9,056
368	975	Professional Fees	368	975
0	66	Office Supplies	0	66
2,963	19,341	Outside Services	2,963	19,341
8,243	6,868	Taxes & Insurance	8,243	6,868
26,971	26,971	Contributions to Reserves	26,971	26,971
92,862	110,558	Total Expenses Before Off-Budget	92,862	110,558
15,292	0	Excess Inc/(Exp) Before Off-Budget	15,292	0
15,292	0	Excess Inc/(Exp) After Off-Budget	15,292	0
		Restricted Reserves		
8,144	0	Appliance Reserve Equity	11,303	0
1,358	0	Painting Reserve	18,197	0
0	0	Landscaping Reserve Equity	18,000	0
13,875	0	Roofing Reserve	1,679,616	0
1,187	0	Emergency Reserve Equity	65,176	0
5,127	0	Infrastructure Reserve	81,588	0
29,692	0	Total Restricted Reserves	1,873,881	0

Landscape Report March 2015

March is the beginning for the second month for ValleyCrest Landscaping, they are on a learning curve and their performance has been good. Their strength, with Sergio Luna the director for Mutual 14, has been open communication with willingness to talk about all areas of their performance. We have had weekly meeting and are addressing the need for a more timely and thorough clean up after each mow.

Salvador provides flowerbed maintenance four days a week. I need to advise you all that he should not be expected to provide personalized service, such as planting flower or bushes. He is one man servicing 326 flowerbeds each month. So please advise building captains to have such request given to Jack Fausett or myself.

Juan Ramirez is the sprinkler tech one day each week. He is currently making a detailed list of every leg in our system. We have 4" risers on some of our sprinkler heads, Juan will replace them with 6" risers as the need arises. Jack turned off the sprinklers 12 days ago as we had sufficient rain.

ValleyCrest will be trimming trees on an as needed basis up to 12', the limbs that are too close to the roofs or may drop leaves in the rain gutters will be cut back.

Respectfully submitted,
Jack Fausett & Erik Soderholm

Pet Committee Report

3/15/2016

Our current pet population remains the same at:

39 dogs, 16 cats and 4 birds.

As a reminder, all dogs have to be licensed with Animal Control in addition to being registered with GRF. Long Beach Animal Control is responsible for Seal Beach and you can go to their website www.LongBeachAnimalCareServices.com or call 562-570-7387.

As shareholders in the Mutual, it is each of our responsibility to report violations of the pet policy which can impact our neighbors. This can be done by contacting your Building Director, Security and/or me directly at 562-296-8361.

Respectfully submitted,

Peggy Henry

Caregiver Committee Report

3/15/2016

As of January 31, 2016 we had 31 registered caregivers in Mutual 14, more than any other mutual. We continue to follow up on those who have not applied for their 2016 Pass and determining if they are still new caregivers who need to register. We need your help. Many neighbors don't know they need to register their caregivers if they are family members. Registering caregivers also helps with safety issues as we need to know what caregivers are going in and out of our mutual, with access to carports, laundry rooms etc.

Respectfully submitted,

Peggy Henry

SIGN-IN SHEET

BOARD OF DIRECTORS MEETING

MUTUAL NO. FOURTEEN

DATE: MARCH 15, 2016

	GUEST NAME
1.	Sara Spannenberg
2.	Connie Moore
3.	Janet Langerman
4.	Kathy Palmateer
5.	Muriel Luther
6.	Bob Stefun
7.	Davalyn Sheppard
8.	Donna Melody
9.	Nita Lambert
10.	Bert Klamkin
11.	Ben Watada
12.	Amy Watada
13.	Doris Anderson
14.	Ellen Larsen
15.	Susan Simon
16.	Flo Dartt
17.	Sam Kim
18.	Judy Kim
19.	Natalie Nicholson
20.	Julie Faucett
21.	Rosemary Serbu