

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL EIGHT
October 23, 2017**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Eight was called to order by President Thompson at 1:31 p.m. on Monday, October 23, 2017, in the Administration Building Conference Room A, followed by the *Pledge of Allegiance*.

SHAREHOLDER(S') COMMENTS

Several shareholders made comments or introduced themselves.

ROLL CALL

Present: President Thompson, Vice President/CFO Berg,
Secretary Park, and Directors Kline and Winslow

GRF
Representative: Mr. McGuigan

Guests: Thirteen Mutual Eight shareholders

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Hurtado, Building Inspector
Ms. Day, Recording Secretary

INTRODUCTION

President Thompson welcomed the staff and guests to the meeting.

MINUTES

President Thompson asked if there were any corrections to the September 25, 2017, Regular Meeting minutes. A correction was noted on page 4: the first resolution should read, "That Mutual Eight will permit LA Seismic to place nodes in the Mutual, at a cost of \$5,000 per node paid by LA Seismic." The minutes were approved as corrected.

BUILDING INSPECTOR

Building Inspector Hurtado updated the Board on activity in the Mutual (attached).

Inspector Hurtado left the meeting at 1:45 p.m.

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by Director Kline and seconded by Director Winslow, it was

RESOLVED, To further amend Policy 7025.08 –
Common Interest Development.

The MOTION passed.

The Board members discussed Policy 7510 – Eligibility Requirements the Presidents' Council version. A MOTION was made by Vice President/CFO Berg and seconded by Director Winslow to adopt. Following further discussion, the motion was withdrawn and it was the consensus of the Board to bring Mutual Policy 7510.08 – Eligibility Requirements to the November Board Meeting for amending.

The Board members discussed Policy 7406.08 – Exclusive Private Use of Common Property by Shareholders. This will be moved to Executive Session.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by Vice President/CFO Berg and seconded by President Thompson, it was

RESOLVED, To accept the NSBN Engagement Letter from the 2017 Audit and authorize the President to sign the letter.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by Director Kline and seconded by Vice President/CFO Berg, it was

RESOVLED, To ratify the phone poll for approval of the bid proposal from BrightView for landscape services for the next three years, effective November 1, 2017, to October 31, 2020, as follows:

Year One - \$128,064.00
Year Two - \$131,905.92
Year Three - \$135,863.10

For a grand total of \$395,833.02

The MOTION passed.

President Thompson distributed to the Board the Code of Ethics and Code of Conduct for the review and signature of the Directors.

Following a discussion, and upon a MOTION duly made by Director Kline and seconded by Secretary Park, it was

NEW BUSINESS (continued)

RESOLVED, To reschedule the December 25 Regular Board Meeting to Tuesday, December 19, 2017, to be held at Building 5, Conference Room B, at 10:00 a.m.

The MOTION passed.

Recording Secretary Day left on break at 2:40 p.m. to 2:55 p.m.

Secretary Park made a presentation on Mutual Eight costs to date on the Mutual solar panels.

President Thompson called a break at 3:15 p.m. to 3:25 p.m.

Director Winslow's report on purchasing solar from Stellar Solar for the Mutual was postponed to a later date.

MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins presented her report (attached).

GRF REPRESENTATIVE

Mr. McGuigan submitted his report (attached).

CHIEF FINANCIAL OFFICER'S REPORT

Vice President/CFO Berg presented her report (attached).

DIRECTORS COMMENTS

There were no Director comments.

SHAREHOLDER COMMENT

Two shareholders made comments.

ADJOURNMENT

There being no further business to conduct, President Thompson adjourned the meeting at 3:43 p.m. and announced an Executive Session would follow to discuss member issues.



Attest, K.C. Park, Secretary
SEAL BEACH MUTUAL EIGHT

cd:10/23/17

Attachments

NEXT MEETING: REGULAR BOARD MEETING
MONDAY NOVEMBER 27, 2017 AT 1:30 p.m.
ADMINISTRATION BUILDING CONFERENCE ROOM A

In order to view the Minutes, Agendas, etc., for Mutual 08, please follow these directions:

1. Go to LWSB website at: <http://www.lwsb.com>
2. Go across the black bar at the top of the webpage to the category called "Mutuals"
3. Scroll down to Mutual 08, click on Mutual 08
4. You are now on the website for MU 08

You will see Minutes at the top and in the bottom also. Click on Minutes or what you want to view.

**RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF OCTOBER 23, 2017**

10/23/17 RESOLVED, To further amend Policy 7025.08 – Common Interest Development.

RESOLVED, To accept the NSBN Engagement Letter from the 2017 Audit and authorize the President to sign the letter.

RESOVLED, To ratify the phone poll for approval of the bid proposal from BrightView for landscape services for the next three years, effective November 1, 2017, to October 31, 2020, as follows:

Year One - \$128,064.00
Year Two - \$131,905.92
Year Three - \$135,863.10

For a grand total of \$395,833.02

RESOLVED, To reschedule the December 25 Regular Board Meeting to Tuesday, December 19, 2017, to be held at Building 5, Conference Room B, at 10:00 a.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(08) EIGHT**

INSPECTOR:

MUTUAL BOARD MEETING DATE: **October 23, 2017**

PERMIT ACTIVITY						
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION
186F	walkin closet, flooring	yes	03/29/17	11/15/17	no	
184K	400sq.ft. remodel,bath,kitchen	yes	03/30/17	09/25/17	no	
202A	remodel	yes	07/19/17	03/31/18	no	
202A	entry door,tile, foam trim	yes	07/27/17	02/28/18	no	
189D	heat pump	yes	06/12/17	09/30/17	no	
192L	heat pump - 3 zone	yes	08/23/17	12/18/17	no	
188B	washer dryer, entry door	yes	08/23/17	12/12/17	no	
197B	windows / slider	yes	09/07/17	10/20/17	no	
182D	window, entry door	yes	09/05/17	10/16/17	no	
204G	carport cabinet	yes	10/02/17	10/20/17	no	
197D	patio tile	yes	09/27/17	12/09/17	no	
193L	carport cabinet	yes	08/01/17	09/15/17	no	
ESCROW ACTIVITY						
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF
178I			09/12/17	09/13/17	09/25/17	
194F		09/07/17		09/27/17	10/06/17	
194E					09/28/17	
189B		10/09/17				

Pre-Listing Inspection NBO = New Buyer Orientation

Final COE Inspection ROF = Release of Funds

CONTRACTS						
CONTRACTOR				PROJECT		
John's Landscape				Mutual gardening		
So Cal Fire Protection				laundry room fire extinguishers		
Empire Pipe and Supply				Mutual sewer cleaning		
Fenn				termites and pests		
Ward-Tec Construction				carport 102 reconstruction		

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (08) EIGHT

INSPECTOR:

MUTUAL BOARD MEETING DATE: October 23, 2017

SPECIAL PROJECTS					
CONTRACTOR				PROJECT	

APARTMENT VISITS				
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VARIOUS

Mutual Eight
October 2017
President's Report

1. Last month, phone calls to the President (26) were lower and emails higher (192). People ask, 'How can you take all those phone calls?'

My husband's Yellow Cab Company trained me well. People always call in spurts. In the last three days I have had one phone call and tomorrow there might be four. Thank you shareholders for telling me your name, building and apartment number and what is the question? Please feel free to email also. I can answer emails faster than phone calls often. thompsonrain23@gmail.com

2. Effective Wednesday, November 1st, we have a new landscape and garden contractor, Bright View. They have been working in Mutual 1, 3, 14, 17 and now 8. We have been told our mowing day is Friday, like before. Our grass mowing was on a two week winter cycle already and that means we should/might stay on schedule. The garden areas will still be weeded and trimmed (Please read my next paragraph about trimming gardens). The gutter cleaning is in the new contract and so are the drain cleanings. We are going to trim over 40 trees all along our southern border of the Mutual this year and next year pick another area to trim a swath of trees. Bright View is a very large company with resources to

help our location if we get behind or have special situations.

3. Personal Gardens: I have purchased bright orange flags for each shareholder to place in their garden if they DO NOT WANT THEIR PLANTS TRIMMED BY BRIGHT VIEW. Bright View will weed but not trim if there is one orange flag in either side of your personal garden area. Some people have been using red flags. If you would request a flag and would switch to orange, I would appreciate it. If you want any special work in your garden and will pay for it, Ron Kline (949-212-3628) will arrange for the Bright View staff to come and consult. Here is how you can request a flag for no trimming. Call your Director and he/she will have flags for you. Yes, you can have more than one!

BUILDINGS: DIRECTOR:

177,179,181,	THOMPSON
202,203,204	760-219-0852
THOMPSONRAIN23@GMAIL.COM	

184,185,186,	BERG
187,188,189	562-936-1274
RGMULLINS@SPRINTMAIL.COM	

178,180,182,	PARK
183,194,196	562-296-8324
PARK.KEECHUL@SBCGLOBAL.NET	

190,197,198,	KLINE
199,200,201	949-212-3628

191,192,193,	WINSLOW
195,205	269-986-4831
RHWINS1060@AOL.COM	

4. Mr. KC Park gave a detailed report on the costs of solar panel systems for our Laundry rooms since 2005 at our last meeting. His report is not finished. We will publish it when it is. Mr. Winslow will present at the November 28, 2017 meeting, the Monday after Thanksgiving weekend, his request to purchase a second solar system for laundry rooms. We will publish that also.

5. Carport 102: Ward/Tek is working quickly to finish the carport. They will be roofing the first week of November and then all the details plus final cabinets, painting etc. begin. The project is at budget and on time so far.

6. Keep getting your cars registered with the DMV and golf carts registered with GRF. The vehicle parking policies include carport parking spaces next to block walls. It will include painted curb areas inside our Mutual. We are starting on oil leak violations. Call for rules on leaking automobiles. Leaks have to be fixed or cars are not allowed to park in carports. Strict enforcement for all begins the first week of 2018.

7. December Board meeting is on 12/19/17 at 10:00AM in Admin Building, regular room.
Our normal meeting is on Christmas Day!

Thank you all. Camille Thompson, President



MUTUAL EIGHT

SUMMARY REPORT

Monday, October 23, 2017

Action/Request	Person Responsible
<p>1. Unfinished Business – a.</p> <p>RESOLVED, To further amend Policy 7025.08 – <u>Common Interest Development</u>.</p>	Recording Secretary
<p>2. Unfinished Business – b.</p> <p>It was the consensus to bring Mutual Policy 7510.08 – <u>Eligibility Requirements</u> to the November Board Meeting for amending.</p>	Recording Secretary
<p>3. New Business – a.</p> <p>RESOLVED, To accept the NSBN Engagement Letter from the 2017 Audit and authorize the President to sign the letter</p>	Finance Department
<p>4. New Business – b.</p> <p>RESOVLED, To ratify the phone poll for approval of the bid proposal from BrightView for landscape services for the next three years, effective November 1, 2017, to October 31, 2020, as follows:</p> <p>Year One - \$128,064.00 Year Two - \$131,905.92 Year Three - \$135,863.10</p> <p>For a grand total of \$395,833.02</p>	Physical Property Building Inspector Finance Department
<p>5. New Business – d.</p> <p>RESOLVED, To reschedule the December 25 Regular Board Meeting to Tuesday, December 19, 2017, to be held at Building 5, Conference Room B, at 10:00 a.m.</p>	LW Weekly Recording Secretary
<p>6. New Business – e.</p> <p>Director Winslow's report on purchasing solar from Stellar Solar for the Mutual was postponed to a later date.</p>	Board

Mutual 8
Report for October 2017
GRF Representative
Steven McGuigan

BOO!!! Did I scare you? Halloween is almost here and I have been seeing ghosts, goblins, and witches. Or, it could be that I've just been hanging out with my fellow GRF Board members. Or maybe it is my surf buddy's. At our age it can be hard to figure out.

There are a lot of things going on in Leisure World. The landscaping at the globe is in progress and should be completed in a few weeks. The landscaping is really looking good and will make us all proud of this area. The Fall Festival at the Clubhouse 6 parking area was held on October 21st and was a great success. Hope everyone had a great time. Keep an eye out in the LW News for upcoming trips to football games, concerts, etc. Finbar's Monday dinner has been an overwhelming success. Please sign up for LW Live and get notifications on how to reserve your dinner from Finbars. LW News has info on how to sign up for LW Live.

Budget time has arrived. The 2018 Budget proposal for the GRF is on the agenda for the October meeting. A Town Hall on the budget was held earlier this month and was attended by about 70 people. It's all about the numbers.

One item that I often hear about is why we need fines for parking violations. Well, we live in a community that needs rules to live by. If we don't have rules we would have chaos. So if you have rules then you need a mechanism to enforce those rules. Fines are a method of enforcement. There are about 9,000 people living in LW. Probably at least that many cars trying to park here. Plus guests, contractors, caregivers, etc. there is only so much parking available. Unfortunately there are those who don't behave properly and hog parking spaces, park in unsafe manner, and sometimes just park wherever they want, even if it isn't a parking spot. So fines are needed to enforce the rules. It is really easy to avoid the fines, just follow the rules and you won't be fined.

Well now on to keeping life in balance. Surfing has been fun this last month. Some small days but still rideable to big days that got the adrenaline pumping. Of course big and small waves both produce wipe outs. Believe me when I say I have had my share. Cowabunga baby, I have had my share of wipe outs. I like to believe that's because I keep pushing my limits. It is also because sometimes I just mess up. It is all great fun. On the weekends I have been sailing out of the Leeway Sailing Center in Long Beach. Saturday's in 14 ft Capris and on Sunday's on a 29ft sail boat. I have found another passion. Surfing and sailing is possible because of living in Leisure World. The proximity to the ocean activities and the low expense of living here helps make it all possible. So in keeping with the spirit of Halloween I leave you with this salutation. Hang

CFO Report: Mutual 8
October 23, 2017

Good afternoon. Thank you for coming to the Mutual's Regularly scheduled meeting.

The Total Stockholders Equity and liabilities of Mutual 8 is \$4,922,946.26.

Total Operating Expenses for the month of September was \$100.00 less than was budgeted. However, year-to-date expenses exceeded budget by (\$8,785). Total operating expenses and contribution to capital = 1,030,528. Total expenses and contributions to capital budgeted = 1,021,743.

The Total Operating Income for September was below budget by (260.00) but year-to-date was \$5,536 above budget.

With 3 months left in the year, additional projects paid for by the general budget should be minimal.

Expenses exceeding budget by \$250.00 or more include the following categories: water, legal fees, and Maintenance Replacements, the latter offset by the reserves which is on-budget. Income exceeded expectations in all but inspection fees; these fees fluctuate with the sale of units. So in total, the Mutual is doing well.

The two items for continuing budgetary review includes: 1. Revisit action of the decision to suspend solar service to the laundry facilities. Or we can revisit the need to raise rates for machine utilization. 2. The budget committee will meet with the Reserve Study professionals to bring make the data more synchronized.

Thank you once again for your ideas and kind words of encouragement. Please contact me as needed.

Ruth G. Berg, PhD, RN, CPNP-R
CFO/VP, Mutual 8
rgmullins@sprintmail.com

BNY Mellon Investment Activity: Mutual 8

Total Market Value & Accrued income: 1,246,322

Bonds sold: Ohio State Dept. Of Admi: 50,000. Sacramento CA Wtr Re: 50,000

Income through 9/30/17: 2,572. Year to date: 41,161.

P.O. Box 2069
Seal Beach CA 90740

Description			
Current Assets			
	Cash & Cash Equivalents	111,447.63	
	Total Cash & Unrestricted Deposits	<u>73,738.74</u>	
	Cash in Bank & Unrestricted Deposits		185,186.37
Receivables			
1130500	Accounts Receivable - Member	10,389.14	
1134000	Accrued Interest	<u>15,569.94</u>	
	Total Receivables		25,959.08
Other Current Assets			
1151000	Prepaid Prop. & Liab. Ins.	6,705.75	
1170000	Undivided Interest In Trust Funds	<u>523,384.57</u>	
	Total Other Current Assets		530,090.32
Impound Account			
1181000	Impounds - Property Taxes	<u>270,863.15</u>	
	Total Impound Account		270,863.15
	Total Current Assets		1,012,098.92
Restricted Deposits & Investments			
1320000	Appliance Reserve Fund	23,906.25	
1330000	Painting Reserve Fund	27,680.65	
1375000	Roofing Reserve Fund	1,688,985.93	
1376000	Emergency Reserve Fund	53,153.30	
1377000	Infrastructure Reserve Fund	<u>306,950.85</u>	
	Total Restricted Deposits & Investments		2,100,676.98
Fixed Assets			
	Land & Improvements	944,251.45	
	Buildings & Improvements	3,339,859.41	
1505000	Furniture & Equipment	9,304.29	
1518000	Community Facilities - Trust	1,829,791.09	
	Accumulated Depreciation	<u>(4,612,918.75)</u>	
	Net Fixed Assets		1,510,287.49
Other Assets			
1601500	Bond Premium	130,480.50	
1602000	Bond Premium Amortization	(59,852.75)	
1603000	Assets Held in Trust	204,451.41	
1650000	Repair & Tax Deposits	<u>24,803.71</u>	
	Net Other Assets		299,882.87
	Total Assets		4,922,946.26

MUTUAL 8

Physical Property Report by Richard Winslow- October 2017

Carport Fire: Repairs to carport 102 are in progress. Your patience is appreciated.

Laundry Rooms: Two, new Speed Queen washers and one new Speed Queen dryer have been purchased and delivered. One was immediately placed into service to replace a particularly unreliable washer.

An improved, electronic timer for laundry room water heaters is available to cut energy use (save money) during times of low, hot water demand. They have battery back-up so stay set for the correct time while the Demand Controllers cut off 240 volt power. Cost is about \$160 per water heater. Mutual 6 will be trying them, experimentally.

Solar Panels: We are gathering information in order to determine whether replacing the solar panels as the class action settlement for defective BP solar panels is being implemented. If we do decide to replace the solar panels that will be removed, we have to decide whether to wait with replacements until re-roofing is performed on the buildings that new solar panels are attached to. Most of those buildings are currently scheduled to be re-roofed by 2021. Alternatively, they could be mounted on nearby carports. There is much to be said for each option.

Sewer Pipes: Building 194 needs some repairs that involve replacing a section of pipe that is under the slab.

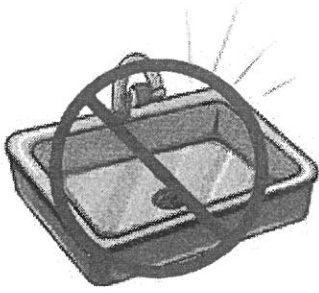
On that same subject; the Physical Property Council recommends using garbage disposals sparingly. DO NOT Dispose of bulky or greasy garbage such as rice, peelings and chicken or turkey skins and fat in garbage disposals. (See attached for a more complete listing)

Trash Pick-up: Please Do Not place boxes, magazines, artworks, furniture etc., even if you think someone else might want it, by the trash containers. *We are charged extra* for the trash removal company to dispose of these articles. If items do not fit inside the dumpster, break them down or take them to the large dumpsters by the garden area. Also, do not put Styrofoam in the recycle bins.

Street Cleaning: The City of Seal Beach runs a street sweeping truck through Leisure World late at night of the fourth Wednesday of each month. If possible, do not park on the streets that night so the truck can clean close to the curbs.

GRF is budgeted to hire an additional building inspector; this should lead to improved service as the load on existing building inspectors will lessen.

Respectfully, / Richard Winslow



PROPER USE OF GARBAGE DISPOSAL

When using the garbage disposal be sure to run plenty of water!

Follow these easy steps when using the garbage disposal:

1. Turn on the cold water
2. Turn on the disposal
3. Feed the material into the disposal a little at a time
4. When the hammering stops, turn off the disposal and keep the water running for one minute
5. Make sure to run the disposal every day, even though you are not putting it to normal use
6. If the disposal stops working, locate the RED re-set button on the bottom surface of the unit and hold for 30-seconds.

REMINDER

Please do not grind these items

Bones	Onion Skins
Carrot peelings	Pea Pods
Celery & Rhubarb Stalks	Potato Peelings
Coffee Grounds	Grease
Corn Cobs—Husks or Silks	Pills
Egg Shells	Glass
	Rice
	Any fibrous materials

If the disposal is not grinding as well as it should, grind some ice to sharpen the blades.

To deodorize the disposal grind some lemon, lime or orange rinds.

NEED A LANDSCAPE FLAG
FOR NO TRIMMING PLANTS
IN YOUR GARDEN?

WEED BUT NO TRIM..
CALL YOUR DIRECTOR FOR YOUR
SPECIAL FLAG TO HELP NEW
LANDSCAPE COMPANY STARTING
11/1/17.

BUILDINGS: _____ DIRECTOR: _____

177,179,181,
202, 203, 204

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760-219-0852

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187,188,189

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183,194,196

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