

**MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL EIGHT  
April 23, 2018**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Eight was called to order by President Thompson at 1:30 p.m. on Monday, April 23, 2018, in the Administration Building Conference Room A, followed by the *Pledge of Allegiance*.

**SHAREHOLDERS COMMENTS**

Several Shareholders made comments.

**ROLL CALL**

Present:	President Thompson, Vice President/CFO Berg, Secretary Park, and Directors Kline and Winslow
GRF Representative:	Mr. McGuigan
Guests:	Eight Mutual Eight Shareholders
Staff:	Ms. Hopkins, Mutual Administration Director (arrived at 1:45 p.m.) Mr. Hurtado, Building Inspector Mr. Swordes, Building Inspector Ms. Pellegrini, Recording Secretary

**INTRODUCTION**

President Thompson welcomed the staff and guests to the meeting.

**MINUTES**

The Minutes of the March 26, 2018, were approved by general consent of the Board as presented.

**BUILDING INSPECTOR'S REPORT**

Building Inspectors Hurtado and Swordes updated the Board on Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (attached).

Following questions, Inspectors Hurtado and Swordes left at 1:38 p.m.

**GRF Representative**

GRF Representative McGuigan presented his report (attached).

**UNFINISHED BUSINESS**

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

**NEW BUSINESS (continued)**

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

RESOLVED, To **not** authorize GRF to negotiate a mutually beneficial bulk cable service agreement.

The MOTION passed.

Per the Mutuals' Bylaws, Article IV, Section 7, Dorene Youngs, Unit 186-J, stated her intent to vote her ballot cumulatively for the election of Directors for the 2018 - 2019 term of office.

In accordance with Policy 7210.08 – Annual Elections, the Mutual Eight Board of Directors has appointed the following shareholders as observers of the 2018 – 2019 Annual Election:

1. Lawrence Slutsky, Unit 180-J
2. Dorene Youngs, Unit 186-J
3. Barbara Berget, Unit 198-B

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

RESOLVED, To cancel the Regular Meeting of May 28, 2018, due to Annual Shareholders Meeting.

The MOTION passed.

President Thompson informed Directors that several shareholders have attended the Emergency Information Council meeting.

**SECRETARY/CORRESPONDENCE**

Secretary Park received no correspondence.

**CHIEF FINANCIAL OFFICER'S REPORT**

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

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

RESOLVED, That \$80,000 will be transferred from general Operating Funds to Infrastructure Reserves as re-payment of the \$80,000 transfer approved at the January 22, 2018, Board of Directors meeting.

**CHIEF FINANCIAL OFFICER'S REPORT (continued)**

The Motion passed with four "yes" (Berg, Winslow, Kline, and Park) and one "no" vote (Thompson).

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

RESOLVED, To amend original motion stated that the \$80,000 will be transferred from general Operating Funds to Infrastructure Reserves as re-payment of the \$80,000, transfer approved at the January 22, 2018, Board of Directors meeting, to state, that repayment will be funded as follows: \$63,276, from Philadelphia Insurance Co., \$6,748, from GRF Excess Income and \$9,976, from LA Seismic Income.

The Motion passed with four "yes" (Berg, Winslow, Kline, and Park) and one "no" vote (Thompson).

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

RESOLVED, To accept the 2017 GRF Excess Income distribution of \$6,748 and to deposit the funds into the Operating Fund.

The MOTION passed.

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

RESOLVED, To ratify the following sales and purchases by BNY Mellon for Mutual Eight:  
Sale February 1, 2018 – LA CaSol W \$50,000  
Sale February 2, 2018 – Wisconsin ST Trans \$52,351  
Sale March 27, 2018 – Cal State UR \$50,946  
Purchase February 29, 2018 – University of KY \$54,949.50  
Purchase February 12, 2018 – Honolulu City \$56,354.50  
Purchase March 29, 2018 – University of California \$56,063

The MOTION passed.

**MUTUAL ADMINISTRATION**

Mutual Administration Director Hopkins updated the Board on the Mutual Administration activity (attached).

**ANNOUNCEMENTS**

President Thompson updated Directors on the Mutual Eight Annual Shareholder meeting that will be held on Tuesday May 29, 2018, at 10 a.m. in Clubhouse 4 (attached).

**COMMITTEE REPORTS**

Presidents Report

President Thompson submitted her report (attached).

Physical Property Report

Director Winslow submitted his report (attached).

**DIRECTORS COMMENTS**

No Director comments were made.

**SHAREHOLDER COMMENTS**

No shareholder comments were made.

**ADJOURNMENT**

There being no further business to conduct, President Thompson adjourned the meeting at 3:47 p.m. and announced an Executive Session would follow to discuss member issues.



Attest, K.C. Park, Secretary  
SEAL BEACH MUTUAL EIGHT  
jp: 04/23/18  
Attachments

**NEXT MEETING: ANNUAL SHAREHOLDERS MEETING: TUESDAY MAY 29, 2018  
AT 10:00 a.m. IN CLUBHOUSE 4**

**In order to view the Minutes, Agendas, etc., for Mutual 8, 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 8, click on Mutual 8
4. You are now on the website for MU 8

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

4/23/18

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING APRIL 23, 2018**

RESOLVED, To ratify the rescinded/posted Policy 7701 – Personal Property Insurance and ratify the adopted/posted Policy 7701.08 – Personal Property Insurance.

RESOLVED, To ratify the adopted/posted Policy 7731.08 – Internal Dispute Resolution.

RESOLVED, To amend Policy 7502.08 – Carport Regulations on a preliminary basis until the 30-day posting period is completed.

RESOLVED, To amend Policy 7502.08.01 – Adoption of GRF Policy 1927-37 – Parking Rules on a preliminary basis until the 30-day posting period is completed.

RESOLVED, To call the question for the amendment of Policy 7502.08.01 – Adoption of GRF Policy 1927-37 – Parking Rules.

RESOLVED, To **not** authorize GRF to negotiate a mutually beneficial bulk cable service agreement.

Per the Mutuals' Bylaws, Article IV, Section 7, Dorene Youngs, Unit 186-J, stated her intent to vote her ballot cumulatively for the election of Directors for the 2018 - 2019 term of office.

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# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(08) EIGHT**

INSPECTOR: **George Hurtado**

MUTUAL BOARD MEETING DATE: **April 23, 2018**

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
202A	remodel	yes	07/19/17	03/31/18	no		Los Al Builders
184E	central air	yes	12/14/17	04/30/18	no		Greenwood
182I	windows, door	yes	01/26/18	04/21/18	no		Seaport
202F	bath remodel	yes	02/21/18	05/05/18	no		Roberts
179B	patio tile	yes	04/13/18	09/22/18	no		LW Décor
178E	heatpump	yes	02/05/18	05/16/18	no		Greenwood
194A	windows, door	yes	01/31/18	04/30/18	no		Real McCoy
ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
189B			03/05/18				
181K		4/4/2018		4/1/2018			
200G			04/05/18				
188H		3/12/2018					

Pre-Listing Inspection **NBO** = New Buyer Orientation

Final COE Inspection **ROF** = Release of Funds

CONTRACTS							
CONTRACTOR				PROJECT			
Brightview Landscape				Mutual gardening			
So Cal Fire Protection				laundry room fire extinguishers			
Empire Pipe and Supply				Mutual sewer cleaning			
Fenn				termites and pests			

SPECIAL PROJECTS							
CONTRACTOR				PROJECT			

APARTMENT VISITS							
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VARIOUS

**Mutual 8**  
**Report for April 2018**  
**GRF Representative**  
**Steven McGuigan**

Four years ago I became the Mutual 8 GRF Representative. It has been my pleasure and honor to have held this position. So many things have been done on the GRF Board that I can't even begin to list them. Some ideas were looked into but never came to pass, i.e. dog park. Some problems still exist, coyotes, but awareness is up. Some under utilized areas are being redone for better usage, Mission Park by club house two and Veterans Plaza by club house four. The Globe and its landscaping look beautiful. Because of effective risk management practices insurance expense has been reduced and this is reflected in the health of the finances of GRF. In short, it has been an exciting four years.

My time as your Representative is coming to a close. That means someone else will take on the job. I believe that Susan Fekjar will be the new GRF Representative. She has two years experience as a Mutual 8 Board member and over a year as a GRF Board member. In working with Susie I have experienced her hard work, dedication and good judgement. Your in good hands.

Now, to keep things in balance, the surf report. Spring time brings rain showers, wind, fog, and sunshine. Spring doesn't always bring good waves. The water has been cold and not many good surf days. We still go and check it out on the hopes that a good window of opportunity will present itself. When it does we all yell "surfs up" and in we go. One good wave is all I need and my day is pretty much perfect. I guess that is what life is all about. One good event each day is a perfect day. You just have to pick what your event is. So I leave you with this - Hang Loose.





## **Mutual 8 CFO Report – April 23, 2018**

**Welcome to the monthly meeting of Mutual 8.**

**The total Assets of Mutual 8 is \$5,074,671.87 with \$2,198,384.56 in Restricted Reserves. The total liabilities of the Mutual to date is \$290,627.45 Excess income for the current year is \$28,514.82.**

**Significant Expenses over budget (>\$500.00) for the month ending 3/31/18 include electricity (\$4,016.00), water(\$827.00), Standard Service Maintenance (\$2,309.00). Maintenance Replacements were (\$3,593.00) over budget and replaced with Reserves. Total expenses for the month was \$119,944 of a budgeted \$122,273.00. This is the third month of 2018. Over budget items are likely to be elevated next month in legal and vector control expenses. Electricity will be elevated for the rest of the year due to the removal of solar equipment.**

**Total mutual Income and contributes to capital for March is \$122,475.00 of a budgeted \$122,273.00.**

**Total market value plus accrued income from our investment Bank, BNYMellon equals \$1,254,480.51, most of which is directed to Restricted Reserves. The estimated yearly income is scheduled to be in the vicinity of \$56,416.58.**

**Bond Activity includes the following: On 2/1/18 a Bond with Los Angeles Ca Sol W was sold for \$50,000.00. On 2/2/18, a Bond with Wisconsin ST Transpr was sold for \$52,351.00. On 2/9/18, a Bond with the University of Kentucky KY was purchased for \$54,949.50. On 2/12/18, a Bond with Honolulu City & Cnty was bought for \$56,354,50. On 3/27/18, a Bond with California ST Univ R was sold for \$50,946. On 3/29/2018 a Bond with the Univ of California C was purchased for \$56,063.00.**

**I continue to recommend that our professional financial advisor come to a meeting and discuss our portfolio with the Bank. The representative from BNYM has done this in the past and it is helpful to know the Mutual's current status as well as any other recommendations that may be useful.**

**The Board has to make a decision if Bond transactions needs to be Board approved prior to any action by the Bank. As per Board direction, the process has not been for the Board to approve transactions prior to sale or purchase.**

**That concludes the financial report. Please let me know if you have any questions.**

**Ruth G. Mullins Berg, PhD, RN, CPNP-R  
VP/CFO, Mutual 8: 562-936-1274 [rgmullins@sprintmail.com](mailto:rgmullins@sprintmail.com)**

1008 Seal Beach Mutual No. Eight Financial Statement Recap 03/31/2018
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P.O. Box 2069  
Seal Beach CA 90740

Mar Actual	Mar Budget		2018 Y-T-D Actual	2018 Y-T-D Budget
88,926	88,925	Carrying Charges	266,781	266,775
28,667	28,666	Reserve Funding	86,000	85,998
<b>117,593</b>	<b>117,591</b>	<b>Total Regular Assessments</b>	<b>352,781</b>	<b>352,773</b>
725	787	Service Income	2,125	2,361
1,509	1,486	Financial Income	4,182	4,458
2,649	2,409	Other Income	27,655	7,227
<b>4,883</b>	<b>4,682</b>	<b>Total Other Income</b>	<b>33,962</b>	<b>14,046</b>
<b>122,475</b>	<b>122,273</b>	<b>Total Mutual Income</b>	<b>386,743</b>	<b>366,819</b>
46,392	53,140	GRF Trust Maintenance Fee	152,672	159,420
14,288	9,469	Utilities	29,176	28,407
2,443	2,203	Professional Fees	7,310	6,609
20,249	21,003	Outside Services	55,507	63,009
7,905	7,792	Taxes & Insurance	23,714	23,376
28,667	28,666	Contributions to Reserves	86,000	85,998
<b>119,944</b>	<b>122,273</b>	<b>Total Expenses Before Off-Budget</b>	<b>354,380</b>	<b>366,819</b>
<b>2,531</b>	<b>0</b>	<b>Excess Inc/(Exp) Before Off-Budget</b>	<b>32,363</b>	<b>0</b>
1,283	0	Depreciation Expense	3,848	0
<b>1,248</b>	<b>0</b>	<b>Excess Inc/(Exp) After Off-Budget</b>	<b>28,515</b>	<b>0</b>
		<b>Restricted Reserves</b>		
(1,260)	0	Appliance Reserve Equity	18,619	0
2,250	0	Painting Reserve	40,931	0
7,333	0	Roofing Reserve	1,730,986	0
1,333	0	Emergency Reserve Equity	9,426	0
98,361	0	Infrastructure Reserve	398,423	0
<b>108,017</b>	<b>0</b>	<b>Total Restricted Reserves</b>	<b>2,198,385</b>	<b>0</b>

# Mutual Administration Director's Report

## April 2018



If an overabundance of personal belongings gets in the way of living your life comfortably, speak to your healthcare professional. It can be difficult to let go of personal items, but there is help!

You may also contact the Member Resources and Assistance Liaison, Cindy Tostado at (562) 431-6586, extension 317.

Collecting and keeping too many things in your Unit, or on your patio/porch, might present a clear and present danger of rodent and insect infestation, and even the possibility of creating a fire hazard within your Unit.

**Please note:** It is against the Law to place electronic waste, smoke detectors, batteries, paint cans, sharps, pesticides and herbicides, auto parts and light bulbs, including fluorescent light bulbs, in either the GREEN or the WHITE Waste Containers.

### **Large items:**

Furniture, mattresses, tables, chairs and all other large items must be taken to the North-West corner of Seal Beach Leisure World.

DO NOT leave any large items around the waste bin areas.

An assessment per item may be brought against an individual Unit for leaving these items in or around the waster bin areas.

If you are not sure or have any questions regarding proper disposal of any items, please ask your Building Captain or Mutual Director for clarification.





# GUIDE TO RECYCLING...

## SEPARATING RECYCLE PRODUCTS FROM TRASH

CALMET (the waste collection agency serving Leisure World) has provided a S.O.R.T. (Saving Our Resources Together) Guide for the disposal of products from the home. Plastic bags **CANNOT** be recycled. Please be sure to place recyclables from plastic bags into **WHITE** bin and place plastic bags into the **GREEN** trash bin.



## RECYCLABLES

### GLASS

- Clear
- Brown
- Green
- Liquor
- Soft Drink
- Juice & Food Jars



### METAL

- Aluminum Foil
- Aerosol Cans (Empty)
- Food Cans & Lids
- Wire Coat Hangers
- Soda & Juice Cans



### PLASTIC

- Milk Jugs
- Soda, Juice & Water
- Soap Bottles
- Containers with Numbers 1-7



### PAPER

- Newspaper
- Junk Mail & Magazines
- Envelopes & Paper
- Wrapping Paper (non-metallic)
- Cereal Boxes
- Egg Cartons
- Paper Shopping Bags
- Phone Books
- Cardboard Boxes (flattened)
- Juice Drink Boxes





## IT'S AGAINST THE LAW...

To place these items into either the GREEN or the WHITE Regular Waste Containers:

- Electronic Waste\*
- Smoke Detectors
- Household Batteries\*
- Paint Cans & All Paint Products
- Sharps
- Pesticides & Herbicides
- Auto Products
- Fluorescent/Light Bulbs\*



## HOUSEHOLD HAZARDOUS WASTE

The law prohibits putting any hazardous liquids or hazardous waste materials in your regular waste containers. These waste items **MUST** be handled separately and taken to a **Hazardous Waste Collection Center**. Closest centers are: Rainbow Disposal, 714-847-3581 or the O.C. Integrated Waste Management Dept. 714-834-6752.



## E-WASTE, HOUSEHOLD BATTERIES & LIGHTING

Instructions for proper disposing of the following items:

- **E-Waste** Service Maintenance Dept. 562-431-6586, x369
- **Household Batteries** Service Maintenance Dept. 562-431-6586, x369 or News Office
- **Fluorescent/Light Bulbs** Service Maintenance Dept. or Purchasing Office

## LARGE ITEMS

Furniture, mattresses, water closets and other large items must be taken to the North-West corner of Leisure World. Travel North on Oak Hills Road, turn **RIGHT** into the Mini-Farm area. Please use the Resident Recycling Containers.

**PLEASE NOTE:** An assessment of \$30 per item will be brought against an individual or Mutual for leaving these items in or around bin areas. If you are not sure or have questions regarding proper disposal of these items, please ask your Building Captain or Mutual Director for clarification.





# Annual Meeting Mutual 08

Tuesday May 29th, 2018

Clubhouse 04  
10AM

If you haven't mailed in your ballot,  
you can bring to the Clubhouse on  
Tuesday,

May 29th and turn it in.

After meeting is conducted, lunch will  
be served!!

## **MU08 President's Report, April 2018**

**1. Annual Meeting is on a Tuesday this year, May 29, 2018.** It is the day after Memorial Day. Meeting at the normal time of 10AM, Clubhouse 04. Voting will start for Board of Directors after ballots mailed on 4/26/18 to your apartment. Howell's Catering will return to prepare for us a nice luncheon after Membership Meeting. Please come and enjoy the Annual Membership Meeting and Mutual Eight friends.

**2. Candidate Forum for Elections 2018- 2019,** Tuesday, May 1st at 5 PM. Clubhouse Three (03) Room #1.  
Seven candidates will be there to answer questions.

**3. Purchasing Department has smoke detectors for the hearing impaired.** They are hard wired and require installation. They are around \$95.00 to purchase and install. This is a new item. Purchasing is at 562-431-6586 X308 for questions.

**4. The Fire and Safety Inspections are during July-August** this year. Our Mutual will take about 17 days to look at each apartment for "violations of City, County Health, Fire and Safety codes. " If you know you are gone during July, please leave your papers out on the counter so we may see them.

You don't need to be here for the inspection. We leave a paper when we are through. Your assigned Board member and our Physical Property Inspector are the team that inspects.

5. We have a new Physical Property Inspector assigned to us. George is going to have just Clubhouses all the time and loses our Mutual. Our new inspector has been here four months. His name is **Robert Swopes. His phone number is 562-431-6584 X354.** He has experience and George has had time to train him. Say hello!!

Thanks for all your cooperation and respect in the Mutual. Laundry rooms continue to improve.

Camille Thompson  
President

Things seem relatively quite this past month; there is some discussion over whether shareholders will be able to call Service Maintenance for washing machine/dryer repairs or to call a director to call Service Maintenance. We have a policy of members calling Service Maintenance directly, but we occasionally get calls to directors.

Damage to the exterior wall of Laundry Room 191, was promptly repaired by Service Maintenance. The office of Physical Properties will arrange for the repaired areas to be painted to match.

Several sidewalk light posts are in need of rust removal and repainting.

George Hurtado was asked by the president to resurvey the roofs to prioritize replacements which are scheduled to begin in the year 2020.

A-1 Plumbing presented their program of lining sewer lines which is underway in Mutual 2 as preventative maintenance. They ream out the main pipe and insert a flexible lining which hardens in a day, and remotely cut holes for connections to the kitchen and bathroom. Cost is in the neighborhood of \$37,000 per building *if no repairs are required*. Their system avoids the need of breaking floors if no repairs are required. It takes about a week to do a building but use of the system is only disrupted for most of one day. The cost is typically about \$64,000 if 2 or 3 repairs to connecting pipes are required.

At the same meeting, a presentation by the Council's president was given which showed examples of conditions that lead to termite and dry rot damage. Most examples related to the beams protruding beyond the roof line but some were from poor remodeling practices. Wood must be painted or protected with flashing to keep it from getting water soaked and termite infested.

I will not be running for reelection to our board of directors after serving as Physical Properties Coordinator for Mutual 8 for the past 4 years. The new coordinator will be announced at the annual meeting at the end of May 2018. Thank you for your past support and cooperation.

Respectfully submitted,

*Richard Winslow*

Richard Winslow