

**MINUTES OF THE REGULAR MONTHLY MEETING  
OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL TEN  
February 24, 2016**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Ten was called to order by President Arlart on Wednesday, February 24, 2016, at 9:15 a.m. in Conference Room A of the Administration Building, following the Open Forum at 9:00 a.m.

**ROLL CALL**

Present: President Arlart, Vice President Cummings, CFO Giles,  
Directors Newman, Scheuermann, and Phillips, and  
Advisory Directors Houck and Atkinson

GRF Representative: Ms. Winkler

Guests: Six Mutual Ten shareholders

Staff: Mrs. Weller, Mutual Administration Director  
Mr. Black, Building Inspector  
Mrs. McAuley, Recording Secretary

**INTRODUCTION**

President Arlart welcomed the staff and guests to the meeting.

**MINUTES**

There being no corrections to the January 27, 2016, Mutual Ten Board Meeting minutes, President Arlart declared them approved as printed.

There being no corrections to the January 25, 2016, Special Meeting minutes, President Arlart declared them approved as written.

**SECRETARY'S REPORT / CORRESPONDENCE**

President Arlart read a letter of resignation from Janie Freitag. Upon a MOTION duly made by President Arlart and seconded by Vice President Cummings, it was

RESOLVED, To regretfully accept the resignation of Janie  
Freitag from the Mutual Ten Board of Directors.

The MOTION passed

Vice President Cummings stated that cards are sent out by reports the Board receives (greeting cards, sympathy, etc.). By sending her an email, she will send out a card.

**BUILDING INSPECTOR'S REPORT**

Inspector Black presented his summary report (as attached).

A discussion followed concerning Edison trucks driving on the lawns and damaging the grass and sprinklers. Inspector Black will get an estimate from M. J. Jurado and John's Landscape and a time frame to complete the repairs. This will be on the March Agenda.

Following questions, Inspector Black left the meeting at 9:35 a.m.

**PHYSICAL PROPERTY COMMITTEE REPORT**

Vice President Cummings presented her report (attached). In addition, she stated that the Mutual is going to have a mini special inspection to gather data for special projects.

Following a discussion, and upon a MOTION duly made by Vice President Cummings and seconded by CFO Giles, it was

RESOLVED, To authorize Service Maintenance to do a general maintenance and check of all circuit breaker boxes in the laundry rooms, not to exceed \$1,500.

The MOTION passed.

Vice President Cummings reported the stump at Unit 242-F was removed, and discussing with John's Landscape the grass replacement for Units 254-G, 253-F, and 242-F. In addition, the garden areas for Carports 123 and 124 have been put in.

**CHIEF FINANCIAL OFFICER'S REPORT**

CFO Giles presented his report (as attached).

Following a discussion, and upon a MOTION duly made by CFO Giles and seconded by Director Scheuermann, it was

RESOLVED, That after approval of the Mutual Ten audited financial statements, transfer the year-end surplus to the reserves.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO Giles and seconded by Vice President Cummings, it was

RESOLVED, To hold a Board Work Session to discuss 2017 projects; the time and date to be determined.

The MOTION passed.

**UNFINISHED BUSINESS**

The Board members discussed a draft of Policy 7425.10 – Garden Areas, Trees, Shrubs. It was the consensus that the committee make some revisions to be brought back to the Board for discussion.

The Board members discussed implementing a towing contract. President Arlart appointed a new Towing Committee as follows: Directors Phillips and Scheuermann, and CFO Giles. The committee will also contact Security Chief Guerrero for direction.

**NEW BUSINESS**

The Board members discussed amending the Mutual Bylaws. Upon a MOTION duly made by Vice President Cummings and seconded by Director Scheuermann, it was

RESOLVED, To authorize the Corporate President to work with the Mutual Administration Department to prepare the information on amending the Mutual Bylaws to be sent to the Mutual attorney for review.

The MOTION passed.

Upon a MOTION duly made by Vice President Cummings and seconded by Director Phillips, it was

RESOLVED, To instruct the Mutual attorney to write a Bylaws amendment to reduce the number of Directors to serve on the Board of Directors from eight to six Directors.

The MOTION passed.

**MUTUAL ADMINISTRATION MANAGER'S REPORT**

Mrs. Weller presented her report (as attached).

**GOLDEN RAIN FOUNDATION REPRESENTATIVE'S REPORT**

GRF Representative Winkler presented her report (attached). ???????????

President Arlart called a break at 11:17 a.m. to 11:28 a.m.

**PRESIDENT'S REPORT**

President Arlart submitted her report (attached).

**VICE PRESIDENT'S REPORT**

Vice President Cummings submitted her report (attached).

**EMERGENCY PREPAREDNESS REPORT**

Advisory Director Houck submitted his report (attached).

**GARDEN POLICY COMMITTEE REPORT**

Vice President Cummings submitted her report (attached).

**EXECUTIVE SESSION**

The Board discussed legal and member issues in Executive Session.

**ADJOURNMENT**

There being no further business to conduct, President Arlart adjourned the meeting at 11:30 a.m. and announced an Executive Session would follow.



Attest, Ruthann Arlart, President  
SEAL BEACH MUTUAL TEN  
cd:3/15/16  
Attachments

**NEXT MEETING: WEDNESDAY, MARCH 23, 2016**  
**9:00 a.m. Open Forum – Meeting starts at 9:15 a.m.**

**BUILDING CAPTAINS AND SHAREHOLDERS: PLEASE DO NOT LEAVE THE  
MONTHLY MINUTES AT EMPTY APARTMENTS. THANK YOU.**

**REMINDER: THE SWEEPING DAY FOR MUTUAL TEN'S TRUST STREETS IS THE  
4th WEDNESDAY NIGHT OF EACH MONTH. PLEASE DO NOT PARK ON THE  
STREET AT THIS TIME.**

**Mutual Ten shareholders can access the monthly minutes on  
the Mutual website at:**

**[www.lwsb.com](http://www.lwsb.com) – go to “LOGIN” – “Mutual 10” – click “SIGN UP”**

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF FEBRUARY 24, 2015**

02/24/16      RESOLVED, To regretfully accept the resignation of Janie Freitag from the Mutual Ten Board of Directors.

RESOLVED, To authorize Service Maintenance to do a general maintenance and check of all circuit breaker boxes in the laundry rooms, not to exceed \$1,500.

RESOLVED, That after approval of the Mutual Ten audited financial statements, transfer the year-end surplus to the reserves.

RESOLVED, To hold a Board Work Session to discuss 2017 projects; the time and date to be determined.

RESOLVED, To authorize the Corporate President to work with the Mutual Administration Department to prepare the information on amending the Mutual Bylaws to be sent to the Mutual attorney for review.

RESOLVED, To instruct the Mutual attorney to write a Bylaws amendment to reduce the number of Directors to serve on the Board of Directors from eight to six Directors.

**1. MUTUAL ESCROW ACTIVITY**

- **Prelisting Inspections**
  - 259E
- **New Buyer Orientations**
  - 242J
  - 256L
- **Close of Escrows**
  - 242J

**2. MUTUAL PERMITS**

- See attached spreadsheet

**3. MUTUAL PROJECTS**

- **Fire Extinguishers**
  - Laundry room extinguishers, complete
- **Concrete/Sidewalks**
  - complete
- **Rain Gutters/Downspouts**
  - Ok at this time
- **Unit Water Re-piping**
  - No units under construction at this time
- **Termite / dry rot / Painting**
  - Fenn completed, will be walking the mutual and preparing a list for repairs and touch up paint
- **Irrigation/Landscape**
  - Grass removed from carport 123/124 and replanted at 254G/253E
- **Tree Pruning**
  - Trees removed from, 240E, 242G and 242F
  - Class One has completed tree pruning, contracted tree replacement is complete
- **Sewer Pipe Cleaning**
  - complete
- **Smoke Alarms**
  - 3 day flyer, set appointment
- **Stove Top Burners**
  - 3 day flyer, set appointment
- **Angle Stop Replacement**
  - 3 day flyer, set appointment
- **Roofing**



**4. MUTUAL CONTRACT WORK**

- **Landscaping**
  - **Contracting with JLS Landscape Service**
- **Termite and Pest Control**
  - **Contracting with Fenn Termite and Pest Control**
- **Tree Pruning**
  - **Contracting with Class One Arboriculture,**
- **Reserve Study**
  - **Contracting with Association Reserves Orange County. (Sean Anderson**
- **ASI Fire Protection**
  - **formally So Cal Fire Protection, laundry room fire extinguisher's**
- **Concrete**
  - **Contracting with MJ Jurado**

**5. MUTUAL and SHAREHOLDER REQUESTS**

- **252K - ok**

## **February 24, 2016 Meeting**

### **Vice President Report**

The Building Captain list has been updated with the addition of some new captains. We are still looking for co-captains so if you are willing please give Esther Cummings a call (562-598-4230) to get more information. The updated list will be posted on our web site.

### **Physical Property Report**

We are continuing to study roofing options and will be checking an alternate to shingles before we move ahead on the bid process. We had only one leak with all the rain and wind we had, and that was at a skylight, so we feel we have some time before we must put on some new roofs and we want to be sure we make the right decision.

There was extensive lawn damage made by the large trucks that Edison drove into unit 251A to work on the transformer. We are in contact with Edison to have the lawn repaired.

We discussed having the circuit breaker boxes on the 7 laundry rooms checked and a work order has not been put in at this time. If the Board is in favor of pursuing this project we can take appropriate action.

### **Garden Policy Committee**

The Garden Policy Committee is awaiting the response of the Directors and the Mutual Administration staff after their review of the draft policy. If necessary, the committee will meet again to review the draft before it is presented to the board for final approval.



**CFO Report - Mutual 10**  
**January 31, 2016**

Account Description	\$ Variance	% Variance	Explanation
Total Other Income	\$ (258)	-6.7%	This variance is due to less Financial Income from investments.
Utilities	\$ (1,702)	-21.5%	Better than budget in all areas.
Professional Fees	\$ (630)	-45.5%	Better than budget in Legal Expense.
Outside Services	\$ (4,217)	-25.5%	Better than budget in all areas and expected to correct in future months.
Taxes & Insurance	\$ 1,157	19.9%	Insurance is over budget due to an accounting procedure which will correct by year-end.
Excess Inc / (Exp) Before Off-Bdgt Item	\$ 5,134	N/A	January ended better than budget.
			Currently better than budget, however, do not get excited as this is the first month of the year and will adjust as seasonal expense come in.
			Ms Cummings Janaury Physical Property menntioned that the cost of painting and repairing walk light was \$7,000. This is because of dogs relieving themselves on the lamp posts are causing rust and paint to peel. The actual cost was \$7,758. That is \$28. per unit or \$287. per registered dog resulting in a costly expense that your fellow shareholder without a dog have to pay as well. If dog owners would please reframe from allowing their dogs to do this would save any extra costs in seeking a way to prevent this.

**CFO Report - Mutual 10**  
**January 31, 2016**

[illegible]

**SEAL BEACH MUTUAL NO. 10**  
**FINANCIAL STATEMENTS RECAP**  
For the 1 months ending January 31, 2016

January				YTD		
Actual	Budget	Variance	Account	Actual	Budget	Variance
67,592	67,592	0.0%	Regular Assessment	67,592	67,592	0.0%
17,399	17,399	0.0%	Reserve Funding	17,399	17,399	0.0%
<b>84,991</b>	<b>84,991</b>	<b>0.0%</b>	<b>Total Regular Assessment</b>	<b>84,991</b>	<b>84,991</b>	<b>0.0%</b>
609	582	4.6%	Service Income	609	582	4.6%
1,965	2,487	-21.0%	Financial Income	1,965	2,487	-21.0%
1,005	768	30.9%	Other Income	1,005	768	30.9%
<b>3,579</b>	<b>3,837</b>	<b>-6.7%</b>	<b>Total Other Income</b>	<b>3,579</b>	<b>3,837</b>	<b>-6.7%</b>
<b>\$ 88,570</b>	<b>\$ 88,828</b>	<b>-0.3%</b>	<b>Total Mutual Income</b>	<b>\$ 88,570</b>	<b>\$ 88,828</b>	<b>-0.3%</b>
39,785	39,785	0.0%	Trust Maintenance Cost	39,785	39,785	0.0%
6,203	7,905	-21.5%	Utilities	6,203	7,905	-21.5%
756	1,386	-45.5%	Professional Fees	756	1,386	-45.5%
12,333	16,550	-25.5%	Outside Services	12,333	16,550	-25.5%
6,961	5,804	19.9%	Taxes & Insurance	6,961	5,804	19.9%
17,399	17,399	0.0%	Contributions To Reserves	17,399	17,399	0.0%
<b>\$ 83,437</b>	<b>\$ 88,829</b>	<b>-6.1%</b>	<b>Operating Expenses Before Off-Budget</b>	<b>\$ 83,437</b>	<b>\$ 88,829</b>	<b>-6.1%</b>
<b>\$ 5,133</b>	<b>(1)</b>		<b>Excess Inc / (Exp) Before Off-Bdgt Items</b>	<b>\$ 5,133</b>	<b>(1)</b>	<b>N/A</b>
			Depreciation (Off-Budget Item)			
<b>\$ 5,133</b>	<b>\$ (1)</b>		<b>Excess Inc / (Exp) After Off-Bdgt Items</b>	<b>\$ 5,133</b>	<b>\$ (1)</b>	<b>N/A</b>
			<b>Restricted Reserve</b>			
(630)			Appliance Reserve	48,563		
669			Painting Reserve	128,815		
16,730			Roofing Reserve	1,441,918		
(45)			Emergency Reserve	246,130		
			Infrastructure Reserve	209,433		
-				-		
<b>\$ 16,724</b>			<b>Total Restrcted Reserve</b>	<b>\$ 2,074,859</b>		<b>N/A</b>



California is still in a drought  
Please Continue to Conserve Water

*It's Winter in Our Hometown*  
The Mutual Administration Director's Report  
February, 2016



**El Nino is here:** Remember to close your skylights and report any leaks to your building captain or director. Even though there is rain...we are not out of the woods yet. Please Conserve water - it is precious.



**NEIGHBORHOOD WATCH!!!!**

Be a good neighbor and watch for any problems within the general area of your unit.

If there is a suspicious person hanging around...call security.

If you are missing plants, a bike..anything...call security

If you suspect elder abuse of a neighbor....call security

In other words..... **IF YOU SEE SOMETHING....SAY SOMETHING!**  
**Security (562) 594-4754.**

**RUN FOR OFFICE AND PLEASE VOTE**



**ELECTIONS AHEAD**

This is your community. We all need to help run it properly.  
Please consider running for office either on your mutual Board or on the Golden Rain Foundation Board of Directors.



Guess what? Your vote count.



# 2016 Mutual Election and Annual Meeting Schedule

	Mu.	No. of Units	Quorum	No. of Directors Being Elected	Candidate Application Begins (90 days before election)	Candidate Application Deadline (60 days before election)*	Ballots Mailed (30 days before election)**	Meeting Day	Meeting Date	Meeting Time	Notes
MAY	10	276	92	8	Thurs. 2/18	Sat. 3/19	Mon. 4/18	3 <sup>rd</sup> Wed.	5/18	10 a.m.	Annual Meeting only; election in odd-numbered years
	14	328	110	7	Fri. 2/19	Sun. 3/20	Tues. 4/19	3 <sup>rd</sup> Thurs.	5/19	10 a.m.	No more cumulative voting; directors reduced from 9 to 7
	7	384	128	6	Sat. 2/20	Mon. 3/21	Wed. 4/20	3 <sup>rd</sup> Fri.	5/20	10 a.m.	
	8	348	116	5	Tues. 2/23	Thurs. 3/24	Sat. 4/23	4 <sup>th</sup> Mon.	5/23	10 a.m.	No conflict with Memorial Day
	4	396	132	7	Thurs. 2/25	Sat. 3/26	Mon. 4/25	4 <sup>th</sup> Wed.	5/25	10 a.m.	
	16	60	20	5	Thurs. 2/25	Sat. 3/26	Mon. 4/25	4 <sup>th</sup> Wed.	5/25	2 p.m.	
	11	312	104	6	Fri. 2/26	Sun. 3/27	Tues. 4/26	4 <sup>th</sup> Thurs.	5/26	10 a.m.	
	9	384	128	7	Sat. 2/27	Mon. 3/28	Wed. 4/27	4 <sup>th</sup> Fri.	5/27	10 a.m.	
	Mu.	No. of Units	Quorum	No. of Directors Being Elected	Candidate Application Begins (90 days before election)	Candidate Application Deadline (60 days before election)*	Ballots Mailed (30 days before election)**	Meeting Day	Meeting Date	Meeting Time	
JUNE	3	432	144	7	Thurs. 3/10	Sat. 4/9	Mon. 5/9	2 <sup>nd</sup> Wed.	6/8	10 a.m.	
	12	452	151	7	Fri. 3/11	Sun. 4/10	Tues. 5/10	2 <sup>nd</sup> Thurs.	6/9	10 a.m.	
	2	864	288	9	Sat. 3/12	Mon. 4/11	Wed. 5/11	2 <sup>nd</sup> Fri.	6/10	10 a.m.	Nine directors will be elected but terms will be staggered.
	1	844	282	9	Tues. 3/15	Thurs. 4/14	Sat. 5/14	2 <sup>nd</sup> Mon.	6/13	10 a.m.	Nine directors will be elected but terms will be staggered.
	5	492	164	8	Wed. 3/16	Fri. 4/15	Sun. 5/15	2 <sup>nd</sup> Tues.	6/14	10 a.m.	
	15	502	168	7	Sat. 3/19	Mon. 4/18	Wed. 5/18	3 <sup>rd</sup> Fri.	6/17	10 a.m.	
	6	408	136	7	Sat. 3/26	Mon. 4/25	Wed. 5/25	4 <sup>th</sup> Fri.	6/24	10 a.m.	
	17	126	42	3	Wed. 3/30	Fri. 4/29	Sun. 5/29	4 <sup>th</sup> Tues.	6/28	10 a.m.	Staggered Elections
	Mu.	No. of Units	Quorum	No. of Directors Being Elected	Candidate Application Begins (90 days before election)	Candidate Application Deadline (60 days before election)*	Ballots Mailed (30 days before election)**	Meeting Day	Meeting Date	Meeting Time	

## NOTE:

\* = On deadlines that fall on a Saturday or Sunday, applications will be accepted the following Monday. Candidate applications must be received in the Stock Transfer Office by no later than 4:30 p.m. on the deadline day.

\*\* = If the date to mail ballots (30 days before the election) falls on a Friday, Saturday or Sunday, the ballots will be mailed the previous Thursday.

GOLDEN RAIN FOUNDATION  
FEBRUARY 2016

PRESIDENT'S COMMENTS

Rumor Control! The Golden Rain Foundation is going to have the four lanes on St Andrews changed down to two lanes the entire length of the street, from Northwoods Road to the St. Andrew's gate. Not true! GRF will be paving the street from our only signal to the St Andrews gate. Those of you who attended the Town Hall meeting last week learned two engineering reports advised to turn this into two lanes to facilitate the ingress and egress from the security building and make it easier for cars to enter and exit the gate. To those residents concerned about slow drivers, keep in mind, St Andrews is the only four lane street in Leisure World.

Rumor #2: All parking will be eliminated along the repaved portion of the street. Again, not true, there will be a few lost spaces; however, it might be time for all the Mutuals to take a close look at their parking situations. One Mutual shortened their parking spaces and managed to increase their parking by several more spaces. We also need to study what to do about the many unregistered cars parked on the GRF Trust streets. We hear of people parking more than two or three cars on the streets. In one instance, I have been told there are a few people who have six, seven or more automobiles parked on Mutual and Trust streets, making it difficult for everyone to find room for one of their cars. Remember, back in the sixties, our streets and carport parking were designed for one car per unit. Many residents have more than one car and find it difficult to find parking spaces in the carports they can rent so these cars end up on the Trust or Mutual streets and, in some Mutuals, parking is really difficult to find. We need to find a solution to our parking situation. If you are not sure where the Trust streets are located, look at the colored map of Leisure World. The streets in yellow are Trust streets.

Last month, I shared my concern regarding the futures of those Mutuals who are having a difficult time in finding residents who will get involved in their Mutual's governance by running for their Board of Directors and or the GRF Board. Many, many people don't even bother to attend their board meetings so they can understand and learn how their Mutuals take care of their buildings and grounds. If a Mutual cannot get a quorum of their BOD, the Mutual can be sent into receivership and an outsider will be appointed to manage their Mutual, at a substantial cost which will be paid out of the Mutual bank account and, eventually, your bank account in the form of higher assessments. So, the answer is to get involved just to protect your asset, your home.

The first step is really simple! Whether you keep your calendar on your cell phone, a tablet, a computer or the old fashioned way, like I do, on a paper monthly calendar, record the Mutual and GRF board meetings for every month for the next twelve months. Unless the meeting date falls on a holiday, they are at the same time and place every month. This really helps to remember there is a meeting. If you are really interested in how the process works, consider attending the Foundation Committee meetings.



Residents, when an issue is on the agenda that they are concerned about, come out to share their thoughts and opinions and we do listen. I recently listened to a Mutual resident complain that we don't act on their suggestions or concerns. Remember, we are subject to the Civil Code also known as Davis Sterling and we cannot act on any item unless it is on the agenda, which has been posted four days in advance. Our Committee Chairs welcome the opportunity to listen to your opinions and they will take those opinions into consideration and the place to hear them is the Committee meetings. It is amazing to me that many GRF board members attend most of the committee meetings and many of the thirteen sub-committees because they want to understand the issues and have an opportunity to study the material given them so they can make informed decisions. As I sit there listening, I am always learning something new. We are a very complex business and the rules governing the interaction between the Foundation and the Mutuals is also complex and there is so much to learn which can be really important to your pocket book and your cognitive abilities. Please enter those dates, times and place on your calendar and be active in your Mutual.

Ronde Winkler, President

## MUTUAL TEN PRESIDENT'S REPORT

February 24, 2016

➤ MARK YOUR CALENDAR:

MUTUAL 10 BOARD MEETING  
WEDNESDAY, MARCH 23, 2016  
ADMINISTRATION 2<sup>ND</sup> FLOOR  
9a.m. OPEN FORUM, 9:15 START

➤ Mutual Ten Election:

Most Mutuals are having elections this year. Last May, Mutual Ten shareholders passed a By-Law Amendment and Directors are now elected for two year terms, odd numbered years. Mutual Ten will still have an Annual Meeting:

**May 18<sup>th</sup> Clubhouse 4, 10am.**

➤ GRF Director Election:

Even numbered years Mutual Ten elects a GRF Director. Are you willing to serve on the GRF Board and represent Mutual Ten?

Applications will be available in the Stock Transfer Office Wednesday, March 9, 2016. The deadline for applications to be returned to the Stock Transfer Office is Friday, April 8, 2016.

➤ Orientations:

We continue to welcome new shareholders to Mutual Ten at our Orientations.

*Ruthann Arlart,*

*Mutual Ten President*

## Mutual 10

Emergency Preparedness Report Feb. 24 2016

Extract of the Minutes of the February 2016 Meeting

of the Emergency Preparedness Council

of the

Mutual Corporations of Leisure World Seal Beach.

Golden Rain Foundation Mutual Two director Paula Snowden called to our attention the modernized website at [www.LWSB.com](http://www.LWSB.com). Our council meetings should be noted on this website and shareholders will be able to locate things on this site by a word search. Currently that is available, but any clubs or committees should verify that they are showing on the site itself.

The event: Saturday, March 26, 2016, Clubhouse Six parking lot, " Emergency Preparation Day ", which is being sponsored and coordinated by the GRF Emergency Planning Subcommittee to provide tables with information and products for emergency preparation. Director Snowden suggested that clubs or suppliers of emergency preparation items should get their tables reserved quickly. Tommy Fileto in recreation, 562-431-6586, x 375, will be in charge. Items for sale will include first aid kits, the 10 hour lights and other smaller items. There may be some of the smart burners and FireAverts available to view or purchase.

The office of Eloy Gomez will be moved to Clubhouse Five from the top of the amphitheater. His space will be designated as an Emergency Center.

First Aid Training Classes: Geneva Potepan has requested that we stress the first aid classes available to shareholders. Most mutuals will reimburse the Shareholder who complete the entire class and volunteer to be available in an emergency. Some mutuals have arranged to pay directly for the class, but most require that the Shareholder advance funds and complete the class prior to reimbursement.

Workshop: Psychological **First Aid with Mentally Impaired** will be offered by the Red Cross. Pres. Kuhl will advise of a new date.

There is a disaster preparedness task force of the American Association for geriatric psychiatry that has a position paper on dealing with disasters and the Elderly. It is available online for your review.

Jana Rogers of Mutual Seven asked for volunteers to handle one hour talks and small house meetings to explain various practical aspects of emergency preparation, like how to change out the waters, how to run the radios and how to handle the inventory of items and removal from the sheds. This also highlighted the need to know how to start up the generators that some Mutuals own.

The security department is no longer taking generators to Shareholders with emergency power needs. The recent power outages have revealed the need to help shareholders be self-sufficient. If bedridden when loss of electricity occurs, be aware that there is a nine volt battery-operated way to lower the bed required to be with each bed when sold.

Mutuals should be aware that they cannot give out medication, even aspirin, so they need to encourage shareholders to have emergency supplies of even nonprescription drugs that they use. Shareholders needing oxygen should have additional supplies available for their use.

Mutuals were reminded that their reactions in the small emergencies will create expectations for the responses in the larger emergencies. So the Mutuals should not provide supplies that they will not be able to supply in the event that their entire Mutual suffers from the emergency rather than just one unit or one building.

Recently, the Mutuals have experienced flooding in the bathrooms. We are reminded that if the heat is used to dry the bathrooms, any medicines stored there should be removed. Heat can especially affect prescriptive medicines, but affects over-the-counter ones too.

Next meeting: March 4, 2016, 10 a.m., GRF administration boardroom.

Richard houck

# **SIGN-IN SHEET**

## **BOARD OF DIRECTORS MEETING**

**MUTUAL NO. TEN**

**DATE: FEBRUARY 24, 2016**

	<b>SHAREHOLDERS' AND GUESTS' NAMES</b>
1.	Cheryl Gibson
2.	Donna Blubaugh
3.	Rose Solan
4.	Tom Solan
5.	John Stipcich
6.	Helen Stipcich
7.	
8.	
9.	
10.	
11.	
12.	
13.	



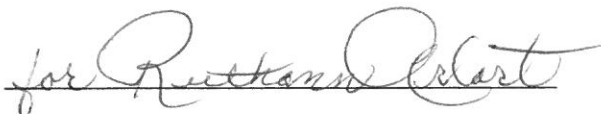
**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL 10  
JANUARY 25, 2016**

In accordance with Corporation Bylaws, and pursuant to due notice to the Directors and Shareholders, a Special Meeting of the Board of Directors of Seal Beach Mutual Ten on January 25, 2016, was called to order by President Arlart at 2:00 p.m. in Clubhouse five, 1st Floor, Green Room.

Those members present were: President Arlart, Secretary Freitag, CFO Giles, Director Phillips, Director Newman, Director Scheuermann and Advisory Director Houck. Vice President Cummings was absent. Also present were Building Inspector Black and three shareholders', Mr. Freitag, Ms. Gibson and Ms. Atkinson.

The purpose of the meeting was to discuss the Building Inspector's report.

The meeting was adjourned at 3:15 p.m.

A handwritten signature in cursive script, appearing to read "for Ruthann Arlart", written over a horizontal line.

Attest, Janie Freitag, Secretary  
SEAL BEACH MUTUAL TEN

Mm: 2/19/16