

# MUTUAL TEN

BOARD OF DIRECTORS  
MONTHLY REPORTS FOR

NOVEMBER 2016

(See information attached.)

# **The Mutual Administration Director's Report November, 2016**

## **Happy Thanksgiving**

Please be mindful of others when you smoke.  
There are smokeless ashtrays and air purifiers which may lessen the affects of your secondhand smoke to others.

There is a chill in the air. Also, please be mindful of space heaters and electric blankets. Check that all cords are in good working order.

If you have any questions or concerns, please contact the Safety/Emergency Coordinator, Eloy Gomez at (562) 431-6586 extension 356, or Member Resources and Assistance Liaison, Cindy Tostado at (562) 431-6586 extension 317.

## **Are you doing a little Fall clean up?**

Are your floor surfaces clear of debris and furniture assuring a safe passage?

IMPORTANT: In an emergency can a gurney navigate through your front door?

Collecting and keeping too many things in your unit may have the possibility of creating a fire hazard.

It can be difficult to let go of personal items thought to be very important.

- ❖ You can rent an off-site storage unit
- ❖ Pass on memorabilia to family members or loved ones
- ❖ Donate extra furnishings, clothing, and items to a charitable organization of your choice
- ❖ Ask for the assistance of a professional organizer

Please remember that large items such as furniture, mattresses, and other large items must be taken to the north-west corner of Leisure World dumpsters.

An assessment per item maybe brought against a unit for leaving these items in or around the Mutual dumpster areas.

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

## MUTUAL TEN PRESIDENT'S REPORT

November 30, 2016

### ➤ MARK YOUR CALENDAR:

**MUTUAL 10 BOARD MEETING  
WEDNESDAY, January 25, 2017  
ADMINISTRATION 2<sup>ND</sup> FLOOR  
9:00am MEETING BEGINS**

Working hard each day is the ethic of your Mutual Board and Building Inspector to manage the Mutual daily business. It is BUDGET time, and our CFO Mike Giles spent endless hours updating the financial information for us. The responsibility of managing the Mutual grounds—trees, grass, sprinklers—is a combined effort of Landscape Chair Linn Atkinson and others. Esther Cummings very ably is Chair of the Physical Property Committee for the Mutual. She is busy supporting the Mutual in so many ways. "Phil" Phillips contributes to supporting the Mutual in many ways. Ronde has joined the Board and we're glad to have her contributing. Audrey is back from vacation. Building Inspector Kevin Black works hard guiding the Mutual Board with his expertise to protect the property. The Board is a hard working TEAM. We are so fortunate to have two Advisory Directors: Richard Houck and Marie Thompson attending our Board meetings and supporting the Mutual. Are you willing to support the TEAM?

**2017 will be election time for Mutual Ten. Begin thinking about running for the Board. Candidate applications available February 16, 2017.**

There are leadership roles to fill as Directors on the Mutual Board. Please let Ruthann [562-596-9777] know your interest in supporting Mutual Ten. All Director contact information is on the roster posted in the laundry rooms.

### ➤ ORIENTATIONS:

We continue to welcome new shareholders to Mutual Ten at our Orientations. Please welcome your new neighbors: 260-H, Peter Yao; 245-H Mr. and Mrs. Mun; 244-F, Rose Ngo; 238-C, Carol and Ron Ayers;

247-B, Mark Mc Coskey.

## **WEBSITE:**

Mutual Ten website is now open, which means that we no longer need to use a password to enter. Go to the main LW website: [www.lwsb.com](http://www.lwsb.com) top bar Mutuals and click for drop down list, then click on Mutual 10. Minutes and agendas will be posted as well as a link to policies. Do you have suggestions? The main LW website also links to policies. **Please check out the website.**

## **➤ PERMITS:**

A word of caution when signing the paperwork from a contractor. Please read the forms you are signing, as you have a responsibility to **check the information for accuracy before adding your signature.** The city inspector has gone to the wrong unit when the information on the form is incorrect.

## **➤ CERT TRAINING OR DISASTER FIRST AID CLASS:**

Check the "Golden Rain News" for class dates or contact Eloy Gomez:  
562-431- 6586 x 356

## **➤ POLICIES:**

**VISITORS:** Policy 7555 Each visitor is allowed a maximum of up to 60 overnights per twelve month period; at a time when the guest is spending the night at the unit, the shareholder must be present in the unit.

**CAREGIVERS:** Policy 7557.10 **All** caregivers **shall be registered**, must renew every 6 months, badge must be worn in clear sight.

**PETS:** Policy 7501 **All** pets/animals **must** be registered,

- Pets must be on a 6' leash and under control when outside the unit and be accompanied by an adult.
- Do not allow pets in the garden areas of the neighborhood.
- Pet owners are required to control pet noise and odor caused by the pet.

Those who wake up each morning with work to accomplish and a mission to fulfill are the happiest people of all...for each day is one of supreme purpose and satisfaction...exert yourself vigorously with the determination to live each day to the fullest, so that you may write a "golden diary" of life.

*Ruthann Arlart*

*Mutual Ten President*

*Everyone you meet is fighting a battle you know nothing about. Be kind ... Always.*

## Physical Property Report – November 30, 2016

The installation of the SmartBurners and smoke alarms will be nearly complete with the installations in buildings 242 and 243 tomorrow. There are still some cooktop replacements that have not been done due to problems in purchasing receiving the new cooktops. It is our hope that this project will keep us fire free forever! If we can accomplish that we can save lots on our insurance costs in the future, as well as avoiding the anguish and displacement and added expense that a fire causes.

Did you know that the most likely times for a fire started by CANDLES are Halloween, Thanksgiving, December 23, Christmas Eve, Christmas Day and New Year's Day?????

**Please do not use flame candles.** You can purchase very attractive battery operated candles that will not burn down your home or take your life. If a fire does start, escape first and then call 911 for help.

Don't let this



Turn into this



## **Mutual 10**

### **Leisure world emergency preparedness information Council**

December 1, 2016

#### **Discussions:**

Emphasized getting the buildings inspections done first

Changing the name to the leisure world emergency preparedness information Council.

Involvement with the universities

Distribution of new member emergency package.

Create an event similar to a poker run exercise

Dedicate generators for triage only

CERT training kits and supplies

#### **Adoptions**

Moved and seconded and **passed** to change the name to **Leisure World emergency Preparedness Information Council**

Next meeting is December 1, 2016

# **SIGN-IN SHEET**

## **BOARD OF DIRECTORS MEETING**

**MUTUAL NO. TEN**

**DATE: NOVEMBER 30, 2016**

	<b>SHAREHOLDERS' AND GUESTS' NAMES</b>
1.	Donna Blubaugh
2.	John Stipcich
3.	Helen Joy Stipcich
4.	Philip Rousseau
5.	Bruce Miller
6.	
7.	
8.	
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10.	
11.	
12.	
13.	
14.	
15.	