

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
December 15, 2020
Meeting begins 9:00 a.m.
via Zoom Video

TO ATTEND: The Shareholder will be provided with instructions on how to access the call via telephone or via video upon the Shareholder contacting Mutual Administration by emailing mutualsecretaries@lwsb.com or by calling 562-431-6586 ext. 313 with the shareholder's name, unit number, and telephone number by no later than 3:00 p.m. on Monday, 12/14/2020, the business day before the date of the meeting.

TO PROVIDE COMMENTS DURING MEETING: In order to make a comment during the open Shareholder Comments, the Shareholder must (i) notify their designated director of their intent to speak during Shareholder open forum, or (ii) submit their information, including their name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com, no later than 3:00 p.m. on Monday, 12/14/2020, the business day before the date of the meeting.

1. CALL TO ORDER – BOARD ROOM DECORUM
2. SHAREHOLDERS' COMMENTS (2-3 minutes per shareholder)
3. ROLL CALL
4. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):
 - Ms. Carol Levine, GRF Representative
 - Ms. Jodi Hopkins, Mutual Administration Director
 - Mr. Victor Rocha, Security Services Director
 - Mr. Mike Meza, Building Inspector
 - Ms. Anna Gamboa, Portfolio Specialist
 - Ms. Kathi Dullaart, Recording Secretary
5. APPROVAL OF MINUTES
 - a. Regular Board Meeting Minutes of November 17, 2020
6. CONSENT CALENDAR
 - a. Discuss and vote to authorize transfers of funds for Mutual Ten (p. 4)
7. GRF REPRESENTATIVE Ms. Levine
8. GUEST SPEAKER Mr. Rocha
 - a. Discuss the Security Guidebook (pp. 5-8)

9. BUILDING INSPECTOR'S REPORT Mr. Meza
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder
and Mutual Requests (pp. 9-10)
a. Discuss and vote to approve the permit for 10-249-A (p. 11)
b. Update on bottle brush tree trimming
c. Update on roofing
10. UNFINISHED BUSINESS
a. Discuss and vote to ratify rescinded Policy 7560 – Apartment Rental and
ratify the adoption of Policy 7560.10 – Leasing Rules (p. 12-22)
b. Discuss and vote to adopt amended Policy 7585.10 – Governing Document
Compliance Corrective Measures and Fines – Mutual Ten (p. 23-27)
11. NEW BUSINESS
a. Discuss and vote to approve the changes to the Notice of Disclaimer
regarding Dual Ownership (p. 28-29)
b. Discuss and vote to approve the revised Occupancy Agreement (p. 30-63)
c. Discuss and vote to approve the Occupancy Agreement Addendum (p. 64-83)

STAFF BREAK BY 11:00 a.m.

12. SECRETARY / CORRESPONDENCE Mr. Stipcich
13. CHIEF FINANCIAL OFFICER'S REPORT Mr. Giles
a. Approval of mutual monthly finances (p. 84)
b. Discuss and vote to approve posting Mutual Ten's budget on the website
(p. 85)
14. PRESIDENT'S REPORT Ms. Arlart
15. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
16. ANNOUNCEMENTS
a. **NEXT REGULAR MONTHLY MEETING: TUESDAY, JANUARY 27, 2021 AT
9:00 a.m. VIA ZOOM**
17. COMMITTEE REPORTS
a. Physical Property Committee
b. Landscape Committee
c. Emergency Information Council
18. DIRECTOR'S COMMENTS (2-3 minutes, as time permits)
19. ADJOURNMENT

20. EXECUTIVE SESSION
 - a. Legal Matters
 - b. Contracts
 - c. Assessments/Delinquencies
 - d. Disciplinary Hearings

STAFF WILL LEAVE THE MEETING BY 12:00 p.m.

DATES TO REMEMBER

CFO Council – January 6 at 10:00 a.m., Zoom

Presidents' Council – January 7 at 9:00 a.m., Clubhouse 4 or Zoom