

AGENDA
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TEN
May 31, 2022
Meeting begins at 9:00 a.m.
Conference Room A and Zoom Video and Call Conference Meeting

TO ATTEND ON ZOOM: The Shareholder will be provided with instructions on how to access the call via Zoom/telephone upon the Shareholder contacting Mutual Administration and requesting the log-in information. Please submit your information, including your name, Unit number, and telephone number, via e-mail at mutualsecretaries@lwsb.com or by calling (562) 431-6586 ext. 313, by no later than 3:00 p.m., the business day before the date of the meeting.

TO PROVIDE COMMENTS DURING MEETING VIA ZOOM: 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 05/27/2022, 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):

Carol Levine, GRF Representative
Victor Rocha, Security Service Director
Ryan Quental, Building Inspector
Josh Monroy, Portfolio Specialist
Nancy Duarte, Recording Secretary

5. APPROVAL OF MINUTES
 - a. **Regular Meeting Minutes of April 27, 2022**
 - b. **Special Meeting Minutes of May 16, 2022 (p.4)**
 - c. **Organization Meeting Minutes of May 17, 2022 (pp.5-6)**
6. GRF REPRESENTATIVE Carol Levine
7. BUILDING INSPECTOR'S REPORT Ryan Quental
Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (pp.7-8)
8. CONSENT CALENDAR Michael Giles
 - a. Discuss and vote to authorize transfers of funds for Mutual Ten (p.9)
9. CHIEF FINANCIAL OFFICER'S REPORT Michael Giles
 - a. Approval of Mutual Monthly Finances (p.10)

10. SECRETARY/ CORRESPONDENCE

Elissa Viglietta

11. **NEW BUSINESS**

- a. Discuss and vote to accept Reserve Study (pp.11-13)
- b. Discuss and vote to increase amount covered by Mutual for Service Maintenance Orders (p.14)
- c. Discuss and vote to approve/deny Notice of Intent to Withdraw Authorization (p.15)
- d. Discuss and vote to approve/deny receiving monthly minutes of other Mutuals (p.16)
- e. Discuss and vote to approve/deny disclosure of “no”, “yes”, and “abstentions” in Mutual minutes (p.17)
- f. Discuss and vote to approve/deny release of Mutual Board contract information (p.18)
- g. Discuss and vote to approve/deny Property Tax postponement Application (p.19)
- h. Discuss and vote to approve/deny Appointment setting commitment by Mutual Board of Directors (p.20)
- i. Discuss and vote to approve the Mutual Ten Directors “Code of Conduct” and “Ethics” (pp.21-24)
- j. Discuss and vote to approve emergency spending (p.25)
- k. Discuss and vote to approve maintaining Procedure 10-7510-3 – Eligibility Requirements (p.26)

STAFF BREAK BY 11:00 a.m.

12. PORTFOLIO SPECIALIST REPORT

Josh Monroy

13. ANNOUNCEMENTS – DATES TO REMEMBER

- a. **NEXT REGULAR MONTHLY MEETING: Wednesday, June 22, 2022, 9:00 a.m. Location: Administration, Conference Room A and via Zoom Video and Call Conference Meeting**

14. COMMITTEE REPORTS

- a. Physical Property Committee
- b. Landscape Committee
- c. Emergency Information Council

15. DIRECTORS' COMMENTS (2-3 minutes, as time permits)

16. ADJOURNMENT

17. EXECUTIVE SESSION

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

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