

**AGENDA**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL TEN**  
**January 24, 2024**  
**Meeting begins at 9:00 a.m.**  
**Conference Room B 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](mailto: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](mailto:mutualsecretaries@lwsb.com), no later than 3:00 p.m. on 01/23/2024, the business day before the date of the meeting.

1. CALL TO ORDER - BOARD ROOM DECORUM

2. ROLL CALL

3. INTRODUCTION OF GRF REPRESENTATIVE, STAFF, AND GUEST(S):

Carol Levine, GRF Representative  
Darrien Moore, Building Inspector  
Ripa Barua, Sr. Portfolio Specialist  
Dinna Kong, Portfolio Specialist

4. PRESIDENT'S COMMENTS

5. SHAREHOLDERS' COMMENTS (4 minutes per shareholder; CFO Giles will time.)

6. APPROVAL OF MINUTES

- a. Approval of Regular Meeting Minutes of December 19, 2023
- b. Approval of Special Meeting Minutes of January 9, 2024 (pp.3-4)

7. GRF REPRESENTATIVE

Carol Levine

8. BUILDING INSPECTOR'S REPORT

Darrien Moore

Permit Activity; Escrow Activity; Contracts & Projects; Shareholder and Mutual Requests (p.5)

- a. Discuss and Vote to Ratify Emergency Action Item taken on 01-18-24 at unit 238F. (p.6)
- b. Discuss and Vote to Ratify Resolution dated 1/9/24, To Authorize the Building Inspector to get a proposal from A-1 Total Service Construction. (p.7)
- c. Discuss and Vote to Approve A-1 Total Service Construction, Inc. Proposal for Sewer Pipe Repair. (pp.8-9)
- d. Discuss and Vote to Rescind Resolution dated 1/9/24, Regarding Proposal Estimates for Concrete Repair. (p.10)

- e. Discuss and Vote to Authorize the Building Inspector to get Proposal Estimates for Concrete Repair. (p.11)
- f. Discuss and Vote to Approve Alpine Heating & Air Proposal for Unit# 240E. (pp.12-13)

9. CONSENT CALENDAR Michael Giles  
a. Discuss and Vote to Approve Transfer of Funds for January. (p.14)

10. CHIEF FINANCIAL OFFICER'S REPORT Michael Giles  
a. Approval of Mutual Monthly Finances (p.15)

11. SECRETARY/CORRESPONDENCE Elissa Viglietta

12. UNFINISHED BUSINESS  
a. No Unfinished Business

13. NEW BUSINESS  
a. Discuss and Vote to Approve Mutual Ten's Town Hall Plans. (p.16)

**STAFF BREAK BY 11:00 a.m.**

14. PORTFOLIO SPECIALIST REPORT Ms. Kong

15. ANNOUNCEMENTS – DATES TO REMEMBER

- a. **NEXT REGULAR MONTHLY MEETING: Wednesday, February 28, 2024, 9:00 a.m. Location: Building 5, Conference Room B and Via Zoom Video and Call Conference Meeting**

16. COMMITTEE REPORTS  
a. Physical Property Committee  
b. Landscape Committee  
c. Emergency Information Council

17. DIRECTORS' COMMENTS

18. ADJOURNMENT

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

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