

A G E N D A
REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL FOUR
ADMINISTRATION BUILDING-CONFERENCE ROOM A

WEDNESDAY, September 14, 2016
Open Forum at 9:00 a.m. - Meeting begins at 9:30 a.m.

1. CALL TO ORDER/*PLEDGE OF ALLEGIANCE*
2. ROLL CALL
3. INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), STAFF:
Joy Reed, GRF Representative
Jodi Hopkins, Mutual Administration Director
Kevin Black, Building Inspector
Carolyn Miller, Director of Finance
Bill Jacobs, Landscaping
4. APPROVAL OF MINUTES– **Regular Monthly Meeting of August 10, 2016**
Special Agenda Meeting of September 7, 2016
5. CORRESPONDENCE Jan Kuhl
6. GRF REPRESENTATIVE Ms. Reed
7. BUILDING INSPECTOR Kevin Black
8. OLD BUSINESS –
 - a. Gutters (Roofing) Bob Slater
 - b. Flooring
 - c. Reimbursement of SmartBurners purchased by shareholder
 - d. Ratify Policy 7525 – Withdrawal Inspection Process Fee
9. NEW BUSINESS –
 - a. Landscaping Contract Bill Jacobs
 - b. Finance Carolyn Miller
 - c. Budget Approval Suzi Smith
 - d. SmartBurners Bob Slater
 - e. Roof Integrity Resolution Bob Slater
 - f. Golf Cart Pad Approval Unit 46-L Board
 - g. 10-Year Smoke Alarm Battery Approval Board
 - h. Physical Properties Janet Wade
 - i. Emergency Preparedness Program Jan Kuhl
 - j. President's Council Update Bob Slater
 - k. Social Event Update Suzi Smith & Marsha Gerber

STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT)

10. DIRECTOR(S)' CONCERNS
11. ADJOURNMENT
12. EXECUTIVE SESSION (start at 11:30 a.m.) (legal and member issues)

STAFF SECRETARY WILL LEAVE THE MEETING BY 12:10 p.m.

NEXT MEETING: Wednesday, September 14, 2016
Open Forum at 9:00 a.m. - Meeting begins at 9:30 a.m.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (04) FOUR

INSPECTOR: **Kevin Black**

MUTUAL BOARD MEETING DATE: **September 14th, 2016**

[illegible]

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(04) FOUR**

INSPECTOR: **Kevin Black**

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ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
4-86K					03/21/16		
4-87L		03/23/16	04/11/16	04/11/16	04/21/16		
4-37D		03/24/16	04/05/16	04/08/16	04/20/16		
4-79A		06/20/16	08/23/16	08/23/16	09/01/16		
4-46A		06/25/16					
4-52I	7/14/2016						
4-50D		07/22/16					
4-85A		07/25/16					
4-37C		08/15/16					
4-50I							
4-89H		08/18/16					
4-80H			08/25/16	08/26/16	09/08/16		
4-52L		08/15/15	09/01/16				
4-40F	9/7/2016						

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation

FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

CONTRACTS and PROJECTS	
CONTRACTOR	PROJECT
Total Landscape Maintenance- on going	landscape maintenance of grounds - contract for sprinklers,de-thatch made 9/7/16. draft contract
	landscape being discussed 8/2016 through 8/2019
Fenn Pest Control - on going	see handout, contract for pest/termites and bait stations, termite report
Roofing Standards- trying to lock down 6 build. For 2017	Roofing Standards will honor 435.00 per square for 2017 roofing, if material increases will pass on
MJ Jurado Construction	concrete area south side of carport 53, he is going to provide a start date for contract. Possible to
	September 19th, contract not complete yet
Alpha Master Builders - unit re-pipes at 75C and soon at 51F	permit and contract still in process for 51F
Whole Building Re-piping - send out for RFP or direct hire John	Nelson Plumbing? See Draft specifications
Shareholder Visits and Mutual Requests	
4-83G Termites	
4-81L-animal at phone box	
4-51H- animal on patio	
4-48J- fire stove top, clean up complete, put back on going	
4-49B- skylight issue	

MUTUAL OPERATIONS**DRAFT – MUTUAL 4****RESIDENT REGULATIONS****Withdrawal Inspection Process Fee****RESOLUTION:**

That Mutual No. _____ will charge a \$500 (or see below) fee for the inspection process when a share of stock is listed for sale, effective _____ (see below).

<u>MUTUAL AND ADOPTION</u>		<u>AMENDED/AMT</u>	<u>EFFECTIVE DATE</u>
ONE:	01 Aug 89		
TWO:	01 Aug 89		
THREE:	01 Aug 89	04-12-13/\$1,000	05-01-13
FOUR:	01 Aug 89	<u>/\$1,000</u>	
FIVE:	01 Aug 89	08-19-15/\$1,000	08-19-15
SIX:	01 Aug 89		
SEVEN:	01 Aug 89		
EIGHT:	01 Aug 89	07-22-13/\$1,000	07-23-13
NINE:	01 Aug 89	03-13-13/\$1,000	04-01-13
TEN:	01 Aug 89	08-27-14/\$1,000	08-27-14
ELEVEN:	01 Aug 89	09-17-15/\$1,000	09-17-15
TWELVE:	01 Aug 89	11-12-15/\$1,000	11-12-15
FOURTEEN:	01 Aug 89	09-18-15/.5% of selling price	09-18-15
		11-17-15/\$1,200	11-17-15
FIFTEEN:	01 Aug 89	04-15-13/\$1,000	05-01-13
SIXTEEN:	01 Aug 89	03-18-13/\$1,000	04-01-13
SEVENTEEN:	Not Applicable		