

**MINUTES OF THE REGULAR MONTHLY MEETING OF  
THE BOARD OF DIRECTORS  
SEAL BEACH MUTUAL FOUR  
June 13, 2018**

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Four was called to order, following the Open Forum for shareholders to address the Board, by President Slater at 9:30 a.m. on Wednesday, June 13, 2018, in Conference Room A of the Administration Building, followed by the *Pledge of Allegiance*.

**ROLL CALL**

Present: President Slater, Vice President Levitt, CFO Smith,  
Directors Kuhl, Gerrity, Lessin.

Absent: Secretary Russell

GRF Representative: Ms. Gerber

Guests: Six shareholders of Mutual Four

Staff: Mrs. Dailey, Mutual Administration Secretary  
Mr. Black, Building Inspector  
Ms. Kmiecik, Recording Secretary

**MINUTES**

The Minutes of the May 9, 2018, meeting where approved by general consent of the Board as corrected.

The Organizational Minutes of the May 23, 2018, meeting where approved by general consent of the Board as corrected.

**GRF REPRESENTATIVE**

Ms. Gerber updated activity on the GRF Board (attached).

**BUILDING INSPECTOR'S REPORT**

Inspector Black updated the Board on activity in Mutual Four.

Following a discussion, and upon a MOTION duly made by CFO Smith and seconded by Vice President Levitt, it was

RESOLVED, To draft a memo to indemnify GRF from any financial responsibility related to the work covered in the contract between Mutual Four and Roofing Standards and give the Mutual President authorization to sign said memo.

**BUILDING INSPECTOR'S REPORT (continued)**

The MOTION passed.

**UNFINISHED BUSINESS**

Following a discussion, and upon a MOTION duly made by CFO Smith and seconded by Vice President Levitt, it was

RESOLVED, To move forward with obtaining a contract with National Service under the provision that they will purchase existing washers and dryers for at least \$50 per unit, that we get the contract reviewed by our attorney and authorize the Mutual Four President to sign the contract once approved.

The MOTION passed with one "no" vote (Gerrity).

Following a discussion, and upon the MOTION duly made by Director Kuhl and seconded by CFO Smith, it was

RESOLVED, To ratify amended/posted Policy 7584.04 –  
Street Parking.

The MOTION passed.

Following a discussion, and upon the MOTION duly made by Director Kuhl and seconded by CFO Smith, it was

RESOLVED, To ratify adopted/posted Policy 7585.04 –  
Governing Document Compliance Corrective Measures and Fines.

The MOTION passed with two "no" votes (Levitt and Gerrity).

**NEW BUSINESS**

Following a discussion, and upon the MOTION duly made by CFO Smith and seconded by Director Gerrity, it was

RESOLVED, To approve the transfer of \$10,000 from  
Emergency Reserve to the Appliance Reserve.

The MOTION passed.

**NEW BUSINESS (continued)**

Following a discussion, and upon the MOTION duly made by Vice President Levitt and seconded by Director Kuhl, it was

RESOLVED, To approve the golf cart pad at Unit 80-K.

The MOTION passed.

Following a discussion, and upon the MOTION duly made by Director Gerrity and seconded by CFO Smith, it was

RESOLVED, To deny the patio requests at Unit 39-L.

The MOTION passed.

Following questions, Inspector Black left the meeting at 10:04 a.m.

Following a discussion, it was the consensus of the board to appoint Director Lessin as the Mutual Four Webmaster for the 2018-2019 term.

Following a discussion, it was the consensus of the Board to appoint President Slater, CFO Smith, and Director Lessin, to review Policy 7501 – Pet Ownership.

Following a discussion, and upon the MOTION duly made by Director Gerrity and seconded by Vice President Levitt, it was

RESOLVED, To deny that Mutual Four Continues to receive one hard copy of the various Mutuals' monthly minutes in their MAILBOX in the Stock Transfer Office.

The MOTION passed with one "no" vote (Slater) and one abstention (Lessin).

**SECRETARY'S REPORT / CORRESPONDENCE**

Secretary Russell received no correspondence.

**CHIEF FINANCIAL OFFICER'S REPORT**

CFO Smith presented her report (attached).

**MUTUAL ADMINISTRATION DIRECTOR'S COMMENTS**

Mutual Administration Director Hopkins submitted her report (attached).

**RESOLUTIONS IN THE REGULAR  
MONTHLY MEETING OF June 13, 2018**

06/13/18

RESOLVED, To draft a memo to indemnify GRF from any financial responsibility related to the work covered in the contract between Mutual Four and Roofing Standards and give the Mutual President authorization to sign said memo.

RESOLVED, To move forward with obtaining a contract with National Service under the provision that they will purchase existing washers and dryers for at least \$50 per unit, that we get the contract reviewed by our attorney and authorize the Mutual Four President to sign the contract once approved.

RESOLVED, To ratify amended/posted Policy 7584.04 – Street Parking.

RESOLVED, To ratify adopted/posted Policy 7585.04 – Governing Document Compliance Corrective Measures and Fines.

RESOLVED, To approve the transfer of \$10,000 from Emergency Reserve to the Appliance Reserve.

RESOLVED, To approve the golf cart pad at Unit 80-K.

RESOLVED, To deny the patio requests at Unit 39-L.

RESOLVED, To deny that Mutual Four Continues to receive one hard copy of the various Mutuals' monthly minutes in their MAILBOX in the Stock Transfer Office.

**COMMITTEE REPORTS**

Director Kuhl presented her report.

**DIRECTORS' COMMENTS**

Several Directors' made comments.

**SHAREHOLDER COMMENTS**

One shareholder made a comment.

**ANNOUNCEMENTS**

NEXT MEETING: Wednesday, July 11, 2018 at 9:15 a.m. in Mutual Administration Building, Conference Room A.

**ADJOURNMENT**

There being no further business to conduct, President Slater adjourned the meeting at 10:45 a.m. and announced there would be an Executive Session following the meeting to discuss member issues.



Attest, Jon Russell, Secretary  
SEAL BEACH MUTUAL FOUR  
mk:06/13/18  
Attachments

## GRF Director for Mutual Four

June 13, 2018

First I want to thank all the shareholders who voted for me. It was an overwhelming response and I thank you with all my heart. I have received so many kind notes and emails congratulating me on my election as the Mutual Four representative to the Golden Rain Foundation Board. Now it is time to get to work!

I have not received my committee assignments yet and the first new board meeting isn't until the end of the month, so I don't have a lot to report. I can tell you the new GRF officers for 2018-2019:

President - Linda Stone from Mutual 3

Vice President – Barry Lukoff from Mutual 14

Corporate Secretary – Suzanne Fekjar from Mutual 8

Treasurer – Ronde Winkler from Mutual 10

Please email any time with your thoughts and concerns. Your opinions matter to me. Email: [mgerber@lwsb.com](mailto:mgerber@lwsb.com)

With respect,

*Marsha*

Marsha Gerber



## INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(04) FOUR**

INSPECTOR: **Kevin Black**

MUTUAL BOARD MEETING DATE: **MAY 9TH 2018**

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
4-74F	remodel/repipe	both	11/01/17	03/30/18	no	ing 1/31/18/lath,ele	alpha master builders
4-39L	remodel w/repipe	both	01/08/18	07/08/18	yes 6/4/18	3/30/18-re-pipe 4	scarini const. jerry 562533522
4-37H	remodel/repipe	both	02/28/18	12/28/18	no	-lath6/4/18- frough	alpha master builders
4-51J	repl. Ductless heatpump	both	03/08/18	06/18/18	n		greenwood
4-75F	atio BOD approved 3/14/1	both	03/30/18	05/30/18	no	6/18-rough 4/26/1	alpha master builder
4-80K	kit/bath remodel/re-pipe	both	03/25/18	06/26/18	no	pipe 4/27/18- dryw	MP const. repipe
4-44D	remodel	both	04/25/18	07/31/18	no	5/11/18-drywall 5	los al
4-50L	patio skylight 36"x 60"	both	06/01/18	06/30/18	no		los al
4-80G	washer/dryer/coounters	both	06/18/18	08/18/18	NO		Bruno Alvarez
4-46C	rake wall at patio	both	09/24/18	10/22/18	no		bergkvist
4-47C	remodel	both			no	ground, electrical 5	BML constr.
4-47L	heat pump ductless	both			no		greenwood

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
4-80K		12/06/17	01/09/18	01/18/18	01/30/18		
4-37G		12/06/17		05/17/18	05/30/18		
4-73C		02/22/17	04/06/18	04/12/18	04/24/18		
4-51J		12/21/17	01/05/18	01/05/18	01/17/18		
4-83E		02/09/18	04/13/18	04/18/18	04/30/18		
4-37F		02/22/18					
4-37A		04/03/18					
4-86B		05/22/18	05/30/18	05/31/18	06/12/18		
4-51G		05/22/18					
4-88I		06/05/18					

CONTRACTOR	PROJECT
Total Landscape Maintenance- Tree Pruning:	on going now
Fenn Pest Control - Copper Re-piping	service days are Monday and Wednesday next bldg. for re-pipe is bldg. 51 on 6/25/18 -6/29/18
Abatement:	next bldg. for abatement is 51 on 6/20/18
re-piping painting	following along for paint touch up's
Roofing	Roofing Standards: buildings; 77,79,85,86,88 - will be walking these buildings for skylights and stovehood counts and cold
stove hoods & Piping	Kress Concs: same as above for 2018
Concrete/Drains	MJ Jurado: M5 on-board passed at Feb. BOD meeting, will finalize plans and get contract, will walk job w/Mr. Cud prior to contract finalization - DIG ALERT HAS BEEN OUT - will have MJ pot hole areas where there

Shareholder Visits and Mutual Requests	
4-80K- cart pad, BOD approval	
4-45C inspection post5/16/18	
4-38D inspection 5/24/18	
4-79B - key for storage	
4-81C - check blsg. For holes	
4-39L patio approval BOD approval	

Mutual 4 Board of Directors Meeting – April 11, 2018

	Monthly Actual	Monthly Budget	Variance	YTD Actual	YTD Budget	Variance
Income	147,310	141,769	5,541	735,507	1,701,228	-965,721
Reserves	45,077	45,077	0	235,425	540,916	-305,491
Expenses	101,526	96,899	4,627	532,674	1,162,794	-630,120
Total Expenses	146,603	141,976	4,627	768,099	1,703,710	-935,611
Income/Expense	-5942	-207	914	-32,592	-2,482	-30,110
Add Back Depreciation	6,649			32,633		
Adjusted	707			41		

Our unrestricted cash for month end is \$392,070; restricted reserve accounts total \$1,854,577

**Reserves:**

Appliance	\$4,822
Painting	\$36,864
Operating	\$25,000
Roofing	\$1,257,606
Emergency	\$120,875
Infrastructure	\$409,410
<b>Total Reserves</b>	<b>\$1,854,577</b>

We are holding our own through May, 2018 – a whopping \$41 to the good! Although I do expect that to increase over the next six months. Oh yes, and we will be starting the budget process for next year very soon. Anyone have a crystal ball they can loan? Thank goodness for good historical data.

CFO Group is on a sabbatical – we will meet again in August.

Made it through the elections and annual meeting – welcome Mike Lessin to the board. He will be a great asset.

The last month has been difficult for my buildings. We lost Aggie Storey and Susie Irwin. Know they will be having fun in heaven-pain free.

Did you know that Total Landscape uses all organic products on our lawns? Well...they do. Thanks Total.

Feel free to call me with any questions. I may not be home but if you leave a message I WILL return the call or forward to the appropriate person for resolution. 562-296-8518.

*Susan G. Smith*



**Leisure World Mutual 4**  
**Profit & Loss Budget vs. Actual Report A**  
**May 2018**

	May 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
<b>ASSESSMENT</b>			
Regular Assessment - Mutual 4	34,111.00	34,111.00	0.00
Reserves Assessment	47,085.00	47,085.00	0.00
GRF Assessment	60,469.00	60,469.00	0.00
<b>Total ASSESSMENT</b>	141,665.00	141,665.00	0.00
<b>FINANCIAL INCOME</b>			
Interest Income - Other Taxable	65.00	49.00	16.00
Interest Income - Taxable	2,141.00	2,085.00	56.00
Late Charges	58.00	0.00	58.00
<b>Total FINANCIAL INCOME</b>	2,264.00	2,134.00	130.00
<b>SERVICES INCOME</b>			
Inspection Fees	2,000.00	2,748.00	-748.00
Laundry Machines	1,381.00	1,418.00	-37.00
<b>Total SERVICES INCOME</b>	3,381.00	4,166.00	-785.00
<b>Total Income</b>	147,310.00	147,965.00	-655.00
Cost of Goods Sold			
<b>GRF MAINTENANCE FEE</b>	60,469.00	60,469.00	0.00
<b>Total COGS</b>	60,469.00	60,469.00	0.00
<b>Gross Profit</b>	86,841.00	87,496.00	-655.00
Expense			
<b>PROFESSIONAL FEES</b>			
Legal Fees	0.00	277.00	-277.00
Management Fee	222.00	222.00	0.00
<b>Total PROFESSIONAL FEES</b>	222.00	499.00	-277.00
<b>SERVICES</b>			
Landscape - Contract	13,020.00	13,159.00	-139.00
Landscape - Extras	45.00	832.00	-787.00
Miscellaneous Services	1,840.00	182.00	1,658.00
Painting	444.00	127.00	317.00
Pest Control	285.00	899.00	-614.00
Standard Service	3,157.00	4,966.00	-1,809.00
Structural Repairs	400.00	748.00	-348.00
<b>Total SERVICES</b>	19,191.00	20,913.00	-1,722.00
<b>TAXES &amp; INSURANCE</b>			
Hazard/Liability Insurance	8,940.00	8,811.00	129.00
State & Federal taxes	564.00	349.00	215.00
<b>Total TAXES &amp; INSURANCE</b>	9,504.00	9,160.00	344.00
<b>UTILITIES</b>			
Electricity	1,520.00	1,501.00	19.00
Trash	3,216.00	3,243.00	-27.00
Water	5,397.00	5,097.00	300.00
<b>Total UTILITIES</b>	10,133.00	9,841.00	292.00
<b>RESERVE FUNDING</b>			
Emergency Reserve	208.00	208.00	0.00
Roof	13,167.00	13,167.00	0.00
Paint	953.00	953.00	0.00
Infrastructure	28,590.00	28,590.00	0.00
Appliances	4,167.00	4,167.00	0.00
<b>Total RESERVE FUNDING</b>	47,085.00	47,085.00	0.00

Leisure World Mutual 4  
Profit & Loss Budget vs. Actual Report A  
May 2018

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	May 18	Budget	\$ Over Budget
DEPRECIATION	6,649.00	0.00	6,649.00
Total Expense	92,784.00	87,498.00	5,286.00
Net Ordinary Income	-5,943.00	-2.00	-5,941.00
Net Income	<u>-5,943.00</u>	<u>-2.00</u>	<u>-5,941.00</u>

**Leisure World Mutual 4**  
**Profit & Loss Budget vs. Actual YTD Report B**  
 January through May 2018

	Jan - May 18	Budget	\$ Over Budget
Ordinary Income/Expense			
Income			
<b>ASSESSMENT</b>			
Regular Assessment - Mutual 4	170,555.00	170,555.00	0.00
Reserves Assessment	235,425.00	235,425.00	0.00
GRF Assessment	302,345.00	302,345.00	0.00
<b>Total ASSESSMENT</b>	708,325.00	708,325.00	0.00
<b>FINANCIAL INCOME</b>			
Interest Income - Other Taxable	235.00	245.00	-10.00
Interest Income - Taxable	10,135.00	10,425.00	-290.00
Late Charges	200.00	0.00	200.00
<b>Total FINANCIAL INCOME</b>	10,570.00	10,670.00	-100.00
<b>SERVICES INCOME</b>			
Inspection Fees	9,000.00	13,740.00	-4,740.00
Laundry Machines	7,607.00	7,090.00	517.00
Miscellaneous	5.00	0.00	5.00
<b>Total SERVICES INCOME</b>	16,612.00	20,830.00	-4,218.00
<b>Total Income</b>	735,507.00	739,825.00	-4,318.00
Cost of Goods Sold			
<b>GRF MAINTENANCE FEE</b>	294,667.00	302,345.00	-7,678.00
<b>Total COGS</b>	294,667.00	302,345.00	-7,678.00
<b>Gross Profit</b>	440,840.00	437,480.00	3,360.00
Expense			
<b>PROFESSIONAL FEES</b>			
Legal Fees	162.00	1,385.00	-1,223.00
Management Fee	1,110.00	1,110.00	0.00
<b>Total PROFESSIONAL FEES</b>	1,272.00	2,495.00	-1,223.00
<b>SERVICES</b>			
Landscape - Contract	66,636.00	65,795.00	841.00
Landscape - Extras	3,450.00	4,160.00	-710.00
Miscellaneous Services	2,083.00	910.00	1,173.00
Painting	1,202.00	635.00	567.00
Pest Control	1,410.00	4,495.00	-3,085.00
Standard Service	27,203.00	24,830.00	2,373.00
Structural Repairs	6,320.00	3,740.00	2,580.00
<b>Total SERVICES</b>	108,304.00	104,565.00	3,739.00
<b>TAXES &amp; INSURANCE</b>			
Hazard/Liability Insurance	44,700.00	44,055.00	645.00
State & Federal taxes	1,960.00	1,745.00	215.00
<b>Total TAXES &amp; INSURANCE</b>	46,660.00	45,800.00	860.00
<b>UTILITIES</b>			
Electricity	7,460.00	7,505.00	-45.00
Trash	16,080.00	16,215.00	-135.00
Water	25,598.00	25,485.00	113.00
<b>Total UTILITIES</b>	49,138.00	49,205.00	-67.00
<b>RESERVE FUNDING</b>			
Emergency Reserve	1,040.00	1,040.00	0.00
Roof	65,835.00	65,835.00	0.00
Paint	4,765.00	4,765.00	0.00
Infrastructure	142,950.00	142,950.00	0.00
Appliances	20,835.00	20,835.00	0.00
<b>Total RESERVE FUNDING</b>	235,425.00	235,425.00	0.00

Leisure World Mutual 4  
Profit & Loss Budget vs. Actual YTD Report B  
January through May 2018

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	Jan - May 18	Budget	\$ Over Budget
DEPRECIATION	32,633.00	0.00	32,633.00
Total Expense	473,432.00	437,490.00	35,942.00
Net Ordinary Income	-32,592.00	-10.00	-32,582.00
Net Income	<u>-32,592.00</u>	<u>-10.00</u>	<u>-32,582.00</u>

# Mutual Administration Director's Report June 2018

## SPOTLIGHT ON ENTERTAINMENT

The 2018 Amphitheater Season, Leisure World's free summer music series, kicks off on June 22. Shows are held on the stage of the 2,500-seat Amphitheater at the Administration complex and start at 8 p.m. until September, when they start at 7:30 p.m.

Enjoy the food and ice cream service which will be available before and during the shows. Come and check out the Amphitheater's new sound system!

### Amphitheater, Thursday Night Show schedule

1. June 22 FRIDAY NIGHT SPECIAL! Gina Notrica (test show for the new sound system)
2. June 28 Frankie Avalon
3. July 5 Aquarius: Summer of Love Tribute
4. July 12 Beginnings: A Tribute to Chicago
5. July 19 Surf's Up: The Beach Boys Tribute
6. July 26 Rocky Mountain High Experience: A Tribute to John Denver (ft. Rick Schuler)
7. August 2 Tribute to Bette Midler & Bobby Darin
8. August 9 Queen Nation: A Tribute to the Music Queen
9. August 16 Vegas Country: A Tribute to Tim McGraw & Shania Twain
10. August 23 The Las Vegas Rat Pack
11. August 30 Fortunate Son: Tribute to Creedence Clearwater Revival
12. September 6 Paperback Writer: Tribute to the Beatles
13. September 13 Big Bad Voodoo Daddy

\*\*You can enter the Amphitheater any time after the performers' sound check.

Free Summer Service ~ GRF Minibus service is available for the summer Amphitheater season. A bus will run from 6:30 p.m.-7:55 p.m., making five runs to the Amphitheater. Passengers can flag down the blue-and-white buses from any curbside location along the route. Pick up a copy of the Spotlight and see pages 26 and 27 for the route.

Return Home ~ Minibuses will be available for boarding about 15 minutes before the show ends. Following the concert, minibus drivers will transport passengers to any safely accessible location near residents' LW homes. If buses become full, the driver will return to pick up remaining passengers.

### Amphitheater Movies ~ All movies start at 8:30 p.m.

1. July 7 Back To The Future
2. July 13 Going In Style
3. July 27 The Post
4. August 3 Last Vegas
5. August 10 Wonder
6. August 17 Coco
7. August 24 Darkest Hour
8. August 31 Star Wars – The Last Jedi
9. September 7 Same Kind Of Different As Me

Come out and enjoy the summer nights in your community!



**Mutual 4 Monthly Report for May 2018 Buildings 78, 79, 80, 82, 83 and 84**

**This has been a pretty quiet month. There were the usual laundry room problems that needed fixing. Some of these problems are still not fixed completely. There were some shareholder problems that required my attention.**

**I want to thank all the people that voted in the recent Mutual election. I want to thank especially the people who attended the annual Mutual meeting.**

**I did want to address a problem that has come to my attention. It is against Mutual Four policy to feed wildlife. This is restricted under policy 7590.G This includes ducks and geese. Feeding them or leaving out water for them is not good. They leave droppings in the water and some domesticated animals drink the water and get sick. Thank you for your understanding.**

**Jon Russell 741**

**(562) 794-9334**