



MEETING OF THE BOARD OF DIRECTORS (via ZOOM)
December 13, 2021, at 1:00 p.m. (PST)

Zoom instructions: To view Regular Session Meeting on computer, tablet, or smartphone, log-in to <https://rossmoor.zoom.us/j/83482861369> use meeting ID: 834 8286 1369. Click on allowing “the page to open zoom.us,” “join with video,” and “join with computer audio.” If want audio only, dial 16699006833 and then enter meeting ID: 834 8286 1369.

REGULAR SESSION (OPEN MEETING)

R01 – Meeting Called to Order

R02 – Roll Call

R03 – Residents’ Forum

A Resident has up to three minutes to address the Board. The Board does not directly answer questions that may be posed by the Resident during the Residents’ Forum, but does hear the viewpoints and ideas presented and directors do consider them as they act during the meeting.

R04 – Secretary’s Report and Motions

(A) – Report Summary

Requested actions on the minutes from prior meetings are included on the agenda.

(B) – Motions

- (1) – Approval of the September 07, 2021, Regular Session Minutes
- (2) – Approval of the September 07, 2021, Execution Session Minutes
- (3) – Approval of the November 02, 2021, Execution Session Minutes
- (4) – Approval of the November 23, 2021, Special Session Minutes

R05 – President’s Report

R06 – Treasurers’ (Finance Committee) Report and Motions

(A) – Report Summary

As the June, July, August, September, and October reports are received from the Managing Agent, the Finance Committee, consisting of the Treasurer, a Director of the Board, and a member of the Mutual, reviewed the reconciliation of the Mutual’s operating accounts, reserve accounts, current year’s actual operating revenues and expenses compared to the current year’s budget; account statements prepared by the financial institutions where the Mutual has its operating and reserve accounts; an income and expense statement for the Mutual’s operating and reserve accounts; and the check register, monthly general ledger, and delinquent assessment receivable reports.

(B) – Motion

The Board ratifies that the Treasurer and Finance Committee complied with Section 5500 et seq. of the Civil Code in that the Mutual financial reports for June, July, August, September, and October were received and reviewed by Treasurer and provided to each Director as presented by the Managing Agent and provided to each Director and that all Directors have reviewed the reports.

R07 – MOD (Paul Donner) Discussion regarding Fiscal Year, Coupon, and Budget Considerations

R08 – Emergency Preparedness Committee Chair Report

R09 – Governing Documents & Rules Committee Chair Reports

(A) – Committee Report, September 14, 2021

(B) – Status of Beginning Update of Bylaws and Rules & Procedures
Send suggestions to Chair Bobbie Richards on/before December 31, 2021

(C) – First reading of proposed Bylaws

R10 – Landscape Committee Chair Report and Motions

(A) – Report (See Committee Report, September 14, 2021, plus PowerPoint)

(B) – Motions

(1) Approval to accept and place in Entry 18's Community Area a bench with plaque paid for by Resident Lynda Phelps, which plaque will read,

*Enjoy Nature's Tranquility
The Phelps – 2022*

(2) Approval to accept and place in Entry 18's Community Area a bench with plaque paid for by Resident Tammy Whitmore, which plaque will read,

*Heaven is under our feet
as well as over our heads
– Henry David Thoreau*

(3) – Approval of Pest Remediation

R11 – New Business – Motion – Appointment of Community Committee's Chair and Member

Motion to appoint Director Jan Klein as Chairperson and Resident JoAnn Liebermann as Member of the Community Committee.

R12 – Community Committee Chair Report

The newly formed community committee has recently begun working on sending a monthly newsletter to all our members. The first one was sent in the middle of November. The next one is scheduled for the middle of December. Please make sure you are on the email list so we can keep you up to date on community happenings. The committee is looking for people who like planning

simple get-togethers such as welcoming new neighbors and celebrating the seasons. We are at the beginning stages of planning these activities with the vision of developing a sense of community in our mutual. If you like being part of planning such events, please reach to Chair Jan Klein at jamjanklein@gmail.com.

R13 – Other New Business & Motions

(A) – Motion authorizing signing of the following pending contracts (absent Director(s) further deliberations to consider matters relating to formation):

- (1) Contract M55-06, Fleece Construction (General concrete/asphalt work)
- (2) Contract M55-12, Cintas Corporation (Fire extinguisher inspections)
- (3) Contract M55-13, Eagle Iron Fabrications (General iron work)
- (4) Contract M55-14, Outdoor Keepers (Gutter/Downspout cleaning)
- (5) Contract with CPA firm (Accounting / Taxes)

(B) – Motion to ban parking at two Entry 19 locations (map, red paint, “no parking” zone, §14.3)

(C) – Landscape Committee Presentation/Discussion re Entry 18 Community Garden Access

(D) – GRF/MOD Agreement Renewal

R14 – Announcement of Next Meeting

The Board will meet for its Annual and Organizational Meeting on January 31, 2022. The meeting will be in person (dependent upon pandemic circumstances) at a time and location to be determined.

R15 – Adjournment of Regular Session

EXECUTIVE SESSION (CLOSED MEETING)

E1 – Meeting Called to Order

E2 – Roll Call

E3 – Formation and Approval of Contract – Terra Landscape

E4 – Formation and Approval of Contracts (if signing approval not addressed in open session)

- (A) – Porter & Lasiewicz, CPAs (Accounting / Taxes)
- (B) – Eagle Iron Fabrications (General iron work)
- (C) – Fleece Construction (General concrete/asphalt work)
- (D) – Cintas Corporation (Fire extinguisher inspections)
- (E) – Outdoor Keepers (Gutter/Downspout cleaning)

E5 – Adjournment