

DO NOT PUT MINUTES IN MAIL SLOTS
MINUTES OF THE REGULAR MONTHLY MEETING OF THE
BOARD OF DIRECTORS
SEAL BEACH MUTUAL ELEVEN
December 15, 2016
1:30 p.m.

The Regular Monthly Meeting of the Board of Directors of Seal Beach Mutual Eleven was called to order by President Mandeville at 1:30 p.m. on Thursday, December 15, 2016, in Clubhouse Three, Room 9, followed by the *Pledge of Allegiance*.

ROLL CALL

Present: President Mandeville, Chief Financial Officer P. Baker, and Directors Hemry, and R. Baker (via phone)

Absent: Vice President Newport and Secretary French

GRF Representative: Ms. Greer

Guests: Twenty-five Mutual Eleven shareholders

Staff: Ms. Hopkins, Mutual Administration Director
Mr. Salazar, Building Inspector
Mrs. Aquino, Recording Secretary

MINUTES

Mr. Mandeville called for any corrections to the minutes of the Regular Monthly Meeting of October 20, 2016. There being no corrections, the minutes were approved as printed.

President Mandeville asked for any corrections to the Special Agenda Meeting minutes of November 28, 2016. Correction was noted on page two, first resolution should read, "RESOLVED, To pay Total Landscape half of their bill in November, not to exceed \$17,500." The minutes were approved as corrected.

BUILDING INSPECTOR'S REPORT

Inspector Salazar updated the Board on activity in the Mutual (attached).

UNFINISHED BUSINESS

Following a discussion, and upon a MOTION duly made by CFO P. Baker and seconded by Director Hemry, it was

RESOLVED, To amend Policy 7582 – Towing Vehicles on a preliminary basis until the 30–day posting period is completed.

The MOTION passed.

NEW BUSINESS

President Mandeville stated that a committee has been put into place for the survey of the laundry room. Please contact your Mutual President for the contact information for the committee chairperson.

Following a discussion, and upon a MOTION duly made by Director R. Baker and seconded by CFO P. Baker, it was

RESOLVED, To authorize the Finance Department to open a new money market account at US Bank and a new liquid interest earning account at First Foundation Bank and to transfer Restricted Reserve funds to these new accounts.

The MOTION passed.

Following a discussion, and upon a MOTION duly made by CFO P. Baker and seconded by Director R. Baker, it was

RESOLVED, To authorize the GRF Executive Director or Mutual Administration Director to issue four (4) **additional** Guest Passes, in accordance with GRF Policy 5536.1-33. Each Guest pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of Guest Passes issued noting the Shareholder/Member name as responsible party for the Guest.

The MOTION passed.

NEW BUSINESS (continued)

Following a discussion, and upon a MOTION duly made by CFO P. Baker and seconded by President Mandeville, it was

RESOLVED, That Mutual Eleven does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.

The MOTION passed.

CHIEF FINANCIAL OFFICER'S REPORT

CFO P. Baker presented her financial report (attached).

GRF REPRESENTATIVE'S REPORT

Ms. Greer updated the Board concerning activity on the GRF Board.

MUTUAL ADMINISTRATION DIRECTOR'S REPORT

Ms. Hopkins updated the Board on Mutual Administration activity.

DIRECTOR(S)' COMMENTS

Several Directors made comments.

SHAREHOLDER(S)' COMMENTS

Several shareholders made comments to the Board members.

ADJOURNMENT

There being no further business to conduct, President Mandeville adjourned the meeting at 2:22 p.m.



Attest, Phil Mandeville, President
SEAL BEACH MUTUAL ELEVEN
ka: 12/15/16
Attachment

**NEXT MEETING: January 19, 2017,
CLUBHOUSE THREE, ROOM NINE, at 1:30 p.m.**

RESOLUTIONS IN THE REGULAR
MONTHLY MEETING OF DECEMBER 15, 2016

12/15/16 RESOLVED, To amend Policy 7582 – Towing Vehicles on a preliminary basis until the 30–day posting period is completed.

RESOLVED, To authorize the Finance Department to open a new money market account at US Bank and a new liquid interest earning account at First Foundation Bank and to transfer Restricted Reserve funds to these new accounts.

RESOLVED, To authorize the GRF Executive Director or Mutual Administration Director to issue four (4) **additional** Guest Passes, in accordance with GRF Policy 5536.1-33. Each Guest pass shall carry a unique identification number with a monthly report provided by the GRF Stock Transfer Office to the Mutual Board of Guest Passes issued noting the Shareholder/Member name as responsible party for the Guest.

RESOLVED, That Mutual Eleven does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax statement.

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: 11

INSPECTOR: Jay Salazar

MUTUAL BOARD MEETING DATE: **December 15, 2016**

Print Date: 12/8/2016

ESCROW ACTIVITY

UNIT #	NMI	PLI	NBO	FI	FCOEI	COE DATE	ROF	DOCUMENTS/ COMMENTS
281G		03/30/16	11/02/16	11/02/16	11/15/16	11/17/16		
272J		08/16/16	09/20/16	09/21/16	10/04/16	10/05/16		
265C		08/29/16						
273C		10/04/16						
271E		10/24/16						
263J		11/15/16						
UNIT #	NMI	PLI	NBO	FI	FCOEI	COE DATE	ROF	DOCUMENTS/ COMMENTS

NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation
 FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds

Completed

CONTRACTS

CONTRACTOR	PROJECT
Going Out to Bid	Parking Lots Asphalt Repair & Maintenance Project

MUTUAL & SHAREHOLDER SITE VISITS

UNIT	PURPOSE
275J	Post Notices per Spectrum
275K	Post Notices per Spectrum
275I	Post Notices per Spectrum
285C	Skylight Inspection
272J	Bathroom Sink Drain Inspection
279J	Water Odor Inspection
279D	Roof Inspection
281K	Termite Inspection
278B	Termite Inspection
261I	Roof Inspection
271D	Electrical Panel Inspection
280E	Electrical Panel Inspection
280H	Complaint Inspection
272J	Window Inspection
266E	Shower Inspection
279C	Roof Inspection
280D	Exterior Electrical Inspection
280F	Exterior Electrical Inspection
271K	Roof Leak
281B	Ant Inspection
275G	Lock Box Inspection

Good Afternoon, Chief Financial Officer's Report for the Month of October. The October financial report shows our expenses was \$5,792.00 under budget for the month.

Restricted Reserve Accounts

	October	Funding	Deductions	November
Appliance	\$14,870.10	\$443.92	\$4,778.92	\$10,535.10
Painting	\$108,858.58	\$1,783.25	-0-	\$110,641.83
Roofing	\$1,458,663.13	\$8,744.58	-0-	\$1,467,407.71
Emergency	\$201,074.84	\$1,560.00	-0-	\$202,634.84
Infrastructure	\$131,676.68	\$15,258.17	\$10,575.00	\$136,359.85
Total	\$1,915,143.33	\$27,789.92	\$15,353.92	\$1,927,579.33

The Mutual shares the cost of utilities which was \$207.00 under budget which was due to Electricity \$1,105.00 under budget and Water was \$890.00 over budget.

The income from the laundry room was \$213.00 under budget.

The \$4,778.92 from Appliance was for three Refrigerators, two water heaters, one bathroom sink, one Garbage Disposal and one Washing Machine 272.

The \$10,575.00 from Infrastructure was for paint patches for Building 269 & asbestos removal for Building 269 & 276.

Thank you Pam Baker CFO

Good Afternoon, Chief Financial Officer's Report for the Month of November. The November financial report shows our expenses was \$10,833.00 under budget for the month.

Restricted Reserve Accounts

	November	Funding	Deductions	December
Appliance	\$10,535.10	\$443.92	\$3,774.73	\$7,204.29
Painting	\$110,641.83	\$1,783.25	-0-	\$112,425.08
Roofing	\$1,467,407.71	\$8,744.58	-0-	\$1,476,152.29
Emergency	\$202,634.84	\$1,560.00	\$4,734.41	\$199,460.43
Infrastructure	\$136,359.85	\$15,258.17	-0-	\$151,618.02
Total	\$1,927,579.33	\$27,789.92	\$8,509.14	\$1,946,860.11

The Mutual shares the cost of utilities which was \$2,214.00, under budget which was due to Electricity \$1,104.00 under budget and Water was \$1,118.00 under budget.

The income from the laundry room was \$213.00 under budget.

The \$3,774.73 from Appliance was for three Refrigerators, one water heaters, one Garbage Disposal, one faucet and one Oven.

The \$4,734.41 from Emergency was for emergency repairs for 279C, D & I .

Happy Holidays & Merry Christmas & Cheers to a new year 2017!!

Thank you Pam Baker CFO

2017 Assessments Ranked High to Low
Per Apartment Per Month

	Mutual	GRF	Total	Increase Over 2016
Mutual 16	232.78	144.69	377.47	15.79
Mutual 2	230.85	144.69	375.54	6.54
Mutual 7	226.35	144.69	371.04	21.09
Mutual 12	223.52	144.69	368.21	37.76
Mutual 9	202.98	144.69	347.67	23.91
Mutual 11	201.79	144.69	346.48	11.57
Mutual 15	200.36	144.69	345.05	3.23
Mutual 4	200.02	144.69	344.71	7.00
Mutual 1	196.94	144.69	341.63	10.00
Mutual 10	194.93	144.69	339.62	31.68
Mutual 14	191.99	144.69	336.68	13.54
Mutual 17	190.31	144.69	335.00	5.00
Mutual 5	179.33	144.69	324.02	8.90
Mutual 3	177.83	144.69	322.52	5.83
Mutual 8	169.64	144.69	314.33	4.93
Mutual 6	151.71	144.69	296.40	-

P.O. Box 2069
 Seal Beach CA 90740

Description			
Current Assets			
	Cash & Cash Equivalents	28,003.39	
	Total Cash & Unrestricted Deposits	<u>92,616.39</u>	
	Cash in Bank & Unrestricted Deposits		120,619.78
Receivables			
1130500	Accounts Receivable - Member	3,921.79	
1134000	Accrued Interest	<u>2,600.00</u>	
	Total Receivables		6,521.79
Other Current Assets			
1151000	Prepaid Prop. & Liab. Ins.	31,520.01	
1152500	Prepaid Property Taxes	34,739.07	
1170000	Undivided Interest In Trust Funds	<u>391,231.06</u>	
	Total Other Current Assets		457,490.14
Impound Account			
1181000	Impounds - Property Taxes	<u>69,173.28</u>	
	Total Impound Account		69,173.28
	Total Current Assets		653,804.99
Restricted Deposits & Investments			
1320000	Appliance Reserve Fund	7,204.29	
1330000	Painting Reserve Fund	112,425.08	
1375000	Roofing Reserve Fund	1,476,152.29	
1376000	Emergency Reserve Fund	199,460.43	
1377000	Infrastructure Reserve Fund	<u>151,618.02</u>	
	Total Restricted Deposits & Investments		1,946,860.11
Fixed Assets			
	Land & Improvements	435,419.00	
	Buildings & Improvements	2,957,606.65	
1505000	Furniture & Equipment	8,553.48	
1518000	Community Facilities - Trust	1,506,898.69	
	Accumulated Depreciation	<u>(3,996,691.08)</u>	
	Net Fixed Assets		911,786.74
Other Assets			
1601500	Bond Premium	16,927.90	
1602000	Bond Premium Amortization	(13,631.79)	
1650000	Repair & Tax Deposits	<u>15,716.54</u>	
	Net Other Assets		19,012.65
	Total Assets		3,531,464.49

P.O. Box 2069
 Seal Beach CA 90740

Description			
Liabilities & Stockholders' Equity			
Liabilities			
2111000	Payable to Golden Rain Foundation	40,762.95	
	Prepaid Monthly Dues	22,030.74	
2131000	Homeowner Exemption Withholding	1,010.86	
2132100	Accounts Payable - Other	6,563.97	
2141000	Provision For Income Tax	713.00	
2180000	Repair & Tax Deposits	15,886.18	
	Total Liabilities		86,967.70
Stockholders' Equity			
Capital Stock			
3120000	Capital Stock - Common	116,389.00	
3510000	Additional Paid-in-Capital	3,743,500.00	
	Total Capital Stock		3,859,889.00
Appropriated Additional PIC			
3320000	Appliance Reserve Equity	7,204.29	
	Painting Reserve Equity	112,425.08	
	Roofing Reserve Equity	1,476,152.29	
3376000	Emergency Reserve Equity	199,460.43	
	Infrastructure Reserve Equity	151,618.02	
	Total Appropriated Additional PIC		1,946,860.11
3448000	Other Additions	1,435,821.41	
3449000	Additional Bldg Improvements	35,879.82	
	Total Equity in Additions		1,471,701.23
Excess Income			
3515000	Excess Inc / Exp - Prior Years Mutual	272,386.04	
	Current Year	55,104.73	
	Total Excess Income		327,490.77
	Dep'n & Amortization		4,161,444.32
	Net Stockholders' Equity		3,444,496.79
	Total Liabilities & Stockholders' Equity		3,531,464.49