

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL TWO**  
**Administration Building Conference Room, 9:00 a.m.**  
**April 21, 2016**

1. CALL TO ORDER, *Pledge of Allegiance*
  2. ROLL CALL
  3. GRF REPRESENTATIVES, GUEST(S), AND STAFF INTRODUCTION:  
Ms. Snowden, GRF Representative / Mr. Pratt, GRF Representative  
Mrs. Weller, Mutual Administration Director  
Mr. Rudge, Project Coordinator/Building Inspector  
Mr. Kranda, Building Inspector  
Ms. Day, Recording Secretary
  4. APPROVAL OF MINUTES: **Regular Monthly Meeting of March 17, 2016**  
**Special Meeting of March 8, 2016**  
**Special Meeting of April 1, 2016**
  5. **GUEST SPEAKER – Opening of painting bids** **Mr. Rudge**
  6. BUILDING INSPECTOR'S REPORT Mr. Kranda
  7. GRF REPRESENTATIVE(S)' REPORT Ms. Snowden, Mr. Pratt
  8. MUTUAL ADMINISTRATION DIRECTOR'S REPORT Mrs. Weller
  9. OLD BUSINESS –
    - a. Ratify Policy 7701.2 – Insurance for Individual Shareholders Mr. Williams
    - b. Ratify Policy 7622.2 – Replacement Reserve Fund Ms. Baker
    - c. Tree trimming and removal – update Mrs. MacLaren
    - d. Policy 7403.2.2 – Skylights amendment Mrs. Esslinger
    - e. Mutual computer purchase Mrs. Esslinger
    - f. Roofing and dampers – update Mr. MacLaren
  10. NEW BUSINESS –
    - a. Shower redo contract Mrs. Esslinger
    - b. Reserve Study Ms. Baker
    - c. Policy for roof access Ms. Keller
    - d. Policy for attic access Ms. Keller
- STAFF BREAK (TIME TO BE DETERMINED BY PRESIDENT)**
11. PRESIDENT'S REPORT Ms. Baker
  12. VICE PRESIDENT'S REPORT Mr. Williams
  13. CHIEF FINANCIAL OFFICER'S REPORT Ms. Sporcich
  14. GROUNDS COMMITTEE REPORT Mrs. MacLaren
  15. PHYSICAL PROPERTY COMMITTEE REPORT Mrs. Esslinger
  16. DIRECTORS' REPORTS Board
  17. SHAREHOLDERS' COMMENTS (3 minutes each)
  18. ADJOURNMENT
  19. EXECUTIVE SESSION (legal, member, shareholder issues as required)

**(STAFF WILL LEAVE THE MEETING BY 12:10 p.m.)**

**NEXT MEETING: MAY 19, 2016**