



**AGENDA FOR MEETING OF THE**

**BOARD OF DIRECTORS  
OF THE**

**LAGUNA WOODS CIVIC SUPPORT FUND,**  
a California Nonprofit Public Benefit Corporation

Regular Meeting  
Tuesday, April 4, 2017  
10:30 a.m.

Laguna Woods City Hall  
24264 El Toro Road  
Laguna Woods, California 92637

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. PUBLIC COMMENTS – This is the time and place for members of the public to address the Board of Directors on items *not* appearing on this agenda. Pursuant to State law, the Board of Directors is unable to take action on such items, but may engage in brief discussion, provide direction to staff, or schedule items for consideration at future meetings.
5. BOARD OF DIRECTORS MEETING MINUTES  
**Recommendation:** Approve the Board of Directors meeting minutes for the meeting on March 7, 2017.
6. EXEMPTIONS FROM FEDERAL AND STATE TAXES  
**Recommendation:** Receive and file an update regarding the status of applications for exemptions from taxes with the appropriate federal and state tax authorities.
7. MEETING SCHEDULE  
**Recommendation:** Modify the time of regular meetings of the Board of Directors, with the date to remain the first Tuesday of each month and the location to remain Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

8. MEMORANDUM OF UNDERSTANDING WITH CITY

**Recommendation:** Approve a memorandum of understanding with the City of Laguna Woods related to fundraising and distribution of funds, and insurance, and authorize the Chair of the Board to execute the memorandum of understanding.

9. MEMBERS OF THE BOARD OF DIRECTORS

**Recommendation:** Make recommendations to the City Council regarding the recruitment and appointment of members of the Board of Directors.

10. BOARD OF DIRECTORS COMMENTS AND ANNOUNCEMENTS

11. ADJOURNMENT

The next regular meeting of the Laguna Woods Civic Support Fund Board of Directors will be at 10:30 a.m. on May 2, 2017 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

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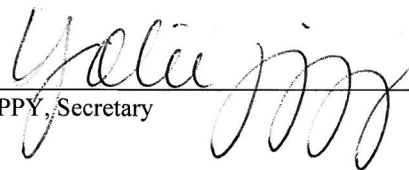
Public Comments: Persons wishing to address the Board of Directors are requested to complete and submit a speaker card to staff. Speaker cards are available near the entrance to the meeting location. Persons wishing to address the Board of Directors on an item appearing on this agenda will be called upon at the appropriate time during the item’s consideration. Persons wishing to address the Board of Directors on an item *not* appearing on the agenda will be called upon during the “Public Comments” item. Persons who do not wish to submit a Speaker Card, or who wish to remain anonymous, may indicate their desire to speak from the floor. Speakers are requested, but not required, to identify themselves.

Americans with Disabilities Act (ADA): It is the intention of the Laguna Woods Civic Support Fund to comply with the ADA. If you need assistance to participate in this meeting, please contact either the City of Laguna Woods’ City Clerk’s Office at (949) 639-0500/TTY (949) 639-0535 or the California Relay Service at (800) 735-2929/TTY (800) 735-2922. The Laguna Woods Civic Support Fund requests at least two business days’ notice in order to effectively facilitate the provision of reasonable accommodations.

AFFIDAVIT OF POSTING

STATE OF CALIFORNIA     )  
COUNTY OF ORANGE     ) ss.  
CITY OF LAGUNA WOODS   )

I, Yolie Trippy, Secretary, Laguna Woods Civic Support Fund, hereby certify under penalty of perjury that this agenda was posted at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, California 92637; on the City of Laguna Woods’ website ([www.cityoflagunawoods.org](http://www.cityoflagunawoods.org)); and, at other locations designated by Resolution No. 02-33, pursuant to California Government Code Section 54954.2 of the Ralph M. Brown Act.

  
\_\_\_\_\_  
YOLIE TRIPPY, Secretary

3-30-17  
\_\_\_\_\_  
Date

**LAGUNA WOODS CIVIC SUPPORT FUND  
BOARD OF DIRECTORS MINUTES  
REGULAR MEETING  
March 7, 2017  
10:30 A.M.  
Laguna Woods City Hall  
24264 El Toro Road  
Laguna Woods, California 92637**

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**1. CALL TO ORDER**

The meeting of the Laguna Woods Civic Support Fund was called to order at 10:47 a.m.

**2. ROLL CALL**

BOARD OF DIRECTORS: PRESENT: Hatch, Moore  
ABSENT: -

STAFF: PRESENT: Macon, Cady, Trippy

**3. PLEDGE OF ALLEGIANCE**

Vice Chair Hatch led the pledge of allegiance.

**4. PUBLIC COMMENTS – None**

**5. BOARD OF DIRECTORS MEETING MINUTES**

Moved by Vice Chair Hatch, seconded by Chair Moore, and carried unanimously on a 2-0 vote to approve the Board of Directors meeting minutes for the meeting on February 7, 2017.

**6. EXEMPTIONS FROM FEDERAL AND STATE TAXES**

The Board of Directors received an update from CEO Macon regarding the status of applications for exemptions from taxes with the appropriate federal and state tax authorities. Federal tax exemption has been obtained. An application for state tax exemption is still pending.

**7. CORPORATE LOGO**

Moved by Vice Chair Hatch, seconded by Chair Moore, and carried unanimously on a 2-0 vote to approve a logo for the Corporation. (See page two for the approved corporate logo.)

**8. MEMBERS OF THE BOARD OF DIRECTORS**

The Board of Directors discussed the recruitment and appointment of members of the Board of

Directors. The Board of Directors will discuss this item and consider recommendations to the City Council at future meetings.

**9. BOARD OF DIRECTORS COMMENTS AND ANNOUNCEMENTS**

Vice Chair Hatch requested that the time of regular Board of Directors meetings be agendized for future discussion and consideration of modification.

**10. ADJOURNMENT**

The meeting was adjourned at 11:14 a.m. The next regular meeting will be at 10:30 a.m. on Tuesday, April 4, 2017 at Laguna Woods City Hall, 24264 El Toro Road, Laguna Woods, CA 92637.

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YOLIE TRIPPY, Secretary

Adopted: April 4, 2017

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CAROL MOORE, Chair of the Board

[APPROVED CORPORATE LOGO]



**MEMORANDUM OF UNDERSTANDING**  
**between**  
**CITY OF LAGUNA WOODS**  
**and**  
**LAGUNA WOODS CIVIC SUPPORT FUND**  
**related to**  
**FUNDRAISING AND DISTRIBUTION OF FUNDS, AND INSURANCE**

This MEMORANDUM OF UNDERSTANDING ("MOU"), is made and entered into this 19th day of April 2017 ("EFFECTIVE DATE"), by and among the City of Laguna Woods, a California municipal corporation ("CITY"), and the Laguna Woods Civic Support Fund, a nonprofit public benefit corporation ("CIVIC SUPPORT FUND").

In consideration of the mutual covenants and conditions set forth herein, the parties agree as follows:

1. Fundraising and Distribution Authorization. Pursuant to Section 3.4 of the CIVIC SUPPORT FUND's Bylaws, the CIVIC SUPPORT FUND must receive prior written authorization from the City Council of the CITY for each program, project, or service for which the CIVIC SUPPORT FUND raises or distributes funds. In approving and executing this MOU, the City Council of the CITY authorizes the CIVIC SUPPORT FUND to raise and distribute funds for the following programs, projects, and services. Such authorization may be revoked at any time by written notice of the City Council of the CITY. In the event such notice is given, the CITY may require the CIVIC SUPPORT FUND to cease immediately all work in progress and the CIVIC SUPPORT FUND agrees that it shall do so without exception.
  - a) The CIVIC SUPPORT FUND is authorized to raise and distribute funds to support programs, projects, and services offered by or at the Laguna Woods branch of the County of Orange's public library system, as well as facilities improvement and expansion. In doing so, the CIVIC SUPPORT FUND is additionally authorized to conduct business under the alternate business name of "Friends of the Laguna Woods OC Library", pursuant to Section 1.2 of the CIVIC SUPPORT FUND's Bylaws.
  - b) The CIVIC SUPPORT FUND is authorized to raise and distribute funds to support programs, projects, and services related to attracting, retaining, and promoting Laguna Woods businesses.
  - c) The CIVIC SUPPORT FUND is authorized to raise and distribute funds to support the development and construction of capital improvement projects included in the Capital Improvement Program adopted by the City Council of the CITY.

The City Manager of the CITY is empowered to interpret the aforementioned authorizations on behalf of the City Council of the CITY.

2. Insurance. The CITY will defend, indemnify, and hold harmless the CIVIC SUPPORT FUND from and against any and all losses, liabilities, damages, costs and expenses, including attorney's fees and costs which arise out of, pertain to, or relate to the performance of the activities authorized by the City Council of the CITY, and included in this MOU, but only to the extent which liability protection is afforded under the Memorandum of Coverage-Primary Liability Program administered by the California Joint Powers Insurance Authority.
3. Termination. The CITY may terminate this MOU, with or without cause, at any time by giving thirty (30) calendar days written notice of termination to the CIVIC SUPPORT FUND.

**IN WITNESS WHEREOF**, the parties hereto have caused this MOU to be executed the day and year first above written.

**CITY OF LAGUNA WOODS:**

By \_\_\_\_\_  
Shari L. Horne, Mayor

**CONSULTANT:**

By \_\_\_\_\_  
Carol Moore, Chair of the Board

**APPROVED AS TO FORM:**

By \_\_\_\_\_  
David B. Cosgrove, City Attorney