# BOARD OF DIRECTORS MONTHLY MEETING

# MUTUAL ELEVEN

## SUMMARY REPORT

**Thursday, January 21, 2021**

<table>
<tr><th>Action/Request</th><th>Person Responsible</th></tr>
<tr><td>1. <u>Approval of Minutes</u><br>RESOLVED to approve the regular meeting minutes of December 17, 2020 as amended.</td><td>Recording Secretary<br>Mutual Administration<br>Mutual Board</td></tr>
<tr><td>2. <u>Consent Calendar – a</u><br>RESOLVED that the Board of Directors authorizes the following transfers of funds, per detailed and dated resolutions, by consent calendar.
<table>
<tr><th>Transfer / Invoice Date</th><th>Amount</th><th>Originating/Destination Accounts or Payee</th></tr>
<tr><td>11/30/2020</td><td>$25,966.00</td><td>Howard Roofing Checking Number 11071</td></tr>
<tr><td>12/07/2020</td><td>$135,598.83</td><td>ACH- Director Debit from multiple shareholders to US Bank Checking</td></tr>
<tr><td>12/22/2020</td><td>$30,000.00</td><td>US Bank Non-Restricted Money Market to US Bank Checking</td></tr>
<tr><td>12/22/2020</td><td>$28,936.84</td><td>US Bank Restricted Money Market to US Bank Non-Restricted Market</td></tr>
<tr><td>12/22/2020 & 01/01/2021</td><td>$27,830.00</td><td>Total Landscape</td></tr>
<tr><td>12/23/2020</td><td>$33,950.00</td><td>US Bank Checking to US Bank Restricted Money Market</td></tr>
<tr><td>01/05/2021</td><td>$138,497.96</td><td>ACH – Direct Debit from multiple shareholders to US Bank Checking</td></tr>
<tr><td>01/05/2021</td><td>$76,725.20</td><td>US Bank Checking to GRF – US Bank Checking</td></tr>
<tr><td>01/06/2021</td><td>$53,015.73</td><td>US Bank Checking to US Bank Impound</td></tr>
</table></td><td>Recording Secretary<br>Finance<br>Mutual Board</td></tr>
</table>

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|---|---|
| **3. <u>New Business - a</u>**<br>RESOLVED to approve that the review of the Mutuals' operating accounts, reserve accounts, current year's actual operating revenues and expenses compared to the current year's budget, the latest account statements prepared by financial institutions where the mutual has its operating and reserve accounts, and the income and expense statement for the mutual's operating and reserve accounts have been approved; and, further, that per Civil Code Section 5500(a)-(f), the check register, monthly general ledger, and delinquent assessment receivable reports have been reviewed for the month of December 2020. | Mutual Board<br>Finance |
| **4. <u>New Business</u> – b**<br>RESOLVED to approve the transfer of $5,000.00 from Emergency Reserves to Appliance Reserves to cover appliance replacement SRO's. | Mutual Board<br>Mutual Administration<br>Finance<br>Physical Properties<br>Service Maintenance |
| **5. <u>New Business – d</u>**<br>RESOLVED to approve that Mutual Administration send out an Opt-Out Notice, allowing the shareholder to remove their name, property address, mailing address, and/or email address from the membership list, per Civil Code §5220 Membership List Opt Out | Mutual Board<br>Mutual Administration<br>Portfolio Specialist<br>Stock Transfer |
| **6. <u>New Business – e</u>**<br>RESOLVED to approve 7 new radios for emergency preparedness at a total cost not to exceed $1,000.00. Funds to come from Emergency. | Mutual Board<br>Finance |
| **7. <u>New Business – f</u>**<br>RESOLVED to approve sharing Garden Landscape section of the Rules and Regulations with Mutual 10. | Mutual Board<br>Mutual Administration<br>Finance<br>Physical Properties<br>Service Maintenance |
| **<u>Follow-Ups for Next Regular Board Meeting</u>**<br>**1. Monthly Finances**<br>**2. Consent Calendar**<br>**3. Discuss and Vote to approve Total Landscape estimate.**<br>**4. Bids – February**<br>**5. Discuss and vote to approve proposal from Mamuscia Construction.**<br>**6. Tree Trimming Removal – February** | Recording Secretary |