

STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT)

15. NEW BUSINESS –

- a. Remodeling and water heaters
- b. Projects: Homewood Road

Dr. Coven
Dr. Coven

16. MUTUAL ADMINISTRATION DIRECTOR

Ms. Hopkins

17. SHAREHOLDERS' COMMENTS

18. DIRECTOR(S)' COMMENTS

19. ADJOURNMENT

20. EXECUTIVE SESSION (member, legal issues)

(STAFF WILL LEAVE THE MEETING BY 12:10 P.M.)

**NEXT MEETING: OCTOBER 19, 2016, at 9:00 a.m.
Building 5, Room B**

cd:9/16/16

INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (05) FIVE

INSPECTOR: Eric Kranda

MUTUAL BOARD MEETING DATE: September 21, 2016

CONTRACTS	
CONTRACTOR	PROJECT
Maintenance	repair sprinkler leak at 113 A-L side
Trust One	dryout interiors and repair damage.
Pinnacle	to install a root barrier at building 120

SPECIAL PROJECTS	
CONTRACTOR	PROJECT
Owens Corning	Production problems/ keeping you informed

MUTUAL OPERATIONS

ADOPTION DRAFT POLICY

PHYSICAL PROPERTY

Roof Access – Mutual Five

Purpose: To protect the Mutual 5 roofs from damage and premature wear by limiting the number or workmen and others on the roofs.

No person shall access the roof of any Mutual 5 building without the express permission and approval of the GRF Physical Property Department or the Mutual 5 President and Physical Property chair or in the absence of either of these Directors, one other Director for a total of two Directors.

Emergency circumstances to protect persons or property, of course, preempt any and all such restrictions and limitations.

Access to the roofs for the following should be performed by authorized personnel only and may, in addition, require a GRF permit:

- Skylight repair, upgrade, and cleaning.
- TV antennas: Satellite installation for Direct TV shall be connected to the master multi-family dish. All others shall be pole mounted per Mutual 5 standard. This includes garden poles of the type required based on satellite line of sight. (See exhibit A, pg. 2)
- Gutter cleaning: Shall not be done from the roof.
- Gutter guards: Shall be installed, where necessary, by Mutual 5 only.
- Holiday lights and decorations shall not be installed from or on the roof but may be attached to the gutters with plastic clips.
- Any foreign object landing on the roofs shall be removed by authorized personnel or Service Maintenance only, at the Shareholder's expense.
- Roof access shall be at the ends of the building, not at any point covered by a gutter.
- If any antenna or other objects are placed on any Mutual 5 roof without a permit, it shall be removed at the Shareholder's expense.

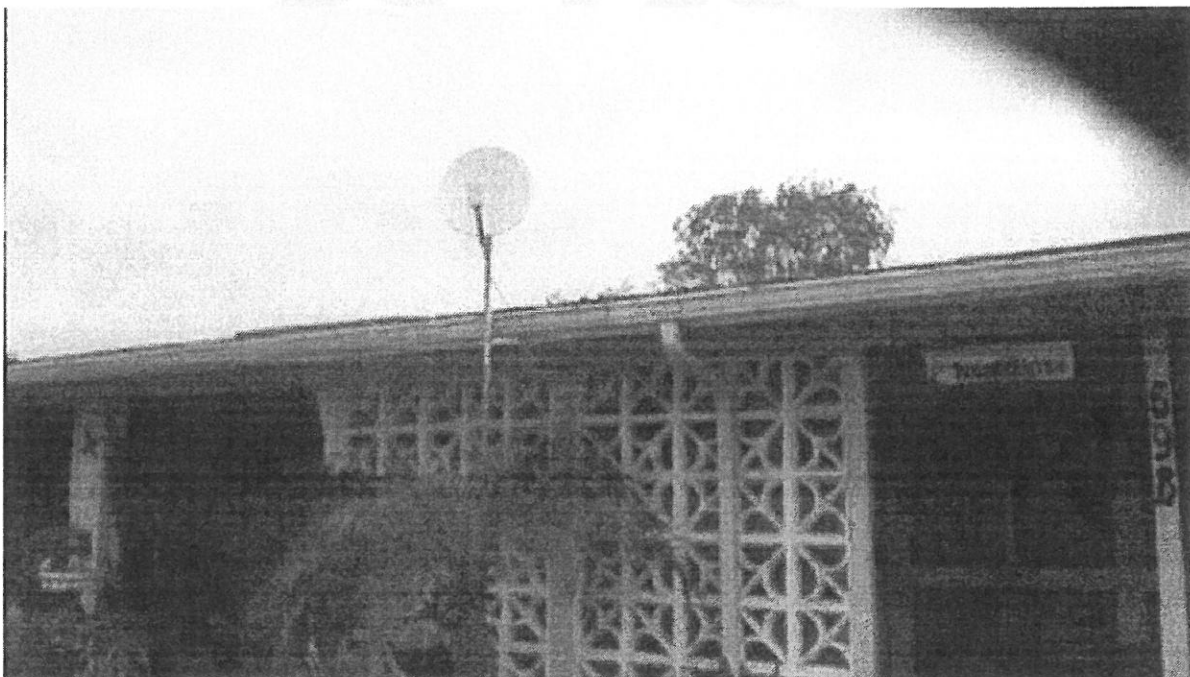
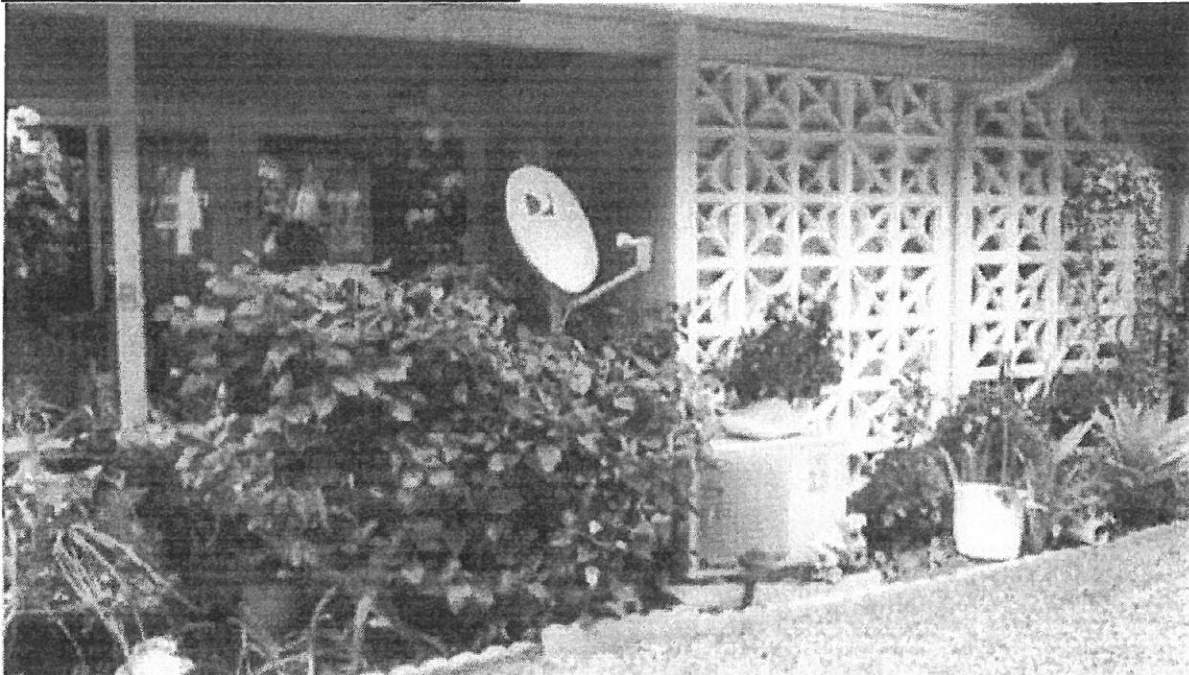
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Exhibit A: Pole Mounts



MUTUAL OPERATIONS

PHYICAL PROPERTY

Roof Access – Mutual Five

MUTUAL ADOPTION

FIVE: *Ratified date*

ADOPTION DRAFT POLICY

DRAFT