



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIVE

SUMMARY REPORT

Wednesday, November 17, 2021

Action/Request	Person Responsible
<p>1. <u>Approval of Minutes – a</u> RESOLVED to approve Regular Meeting Minutes of October 20,2021 were approved by general consent of the board to stand as corrected.</p>	Mutual Board Mutual Administration Recording Secretary
<p>2. <u>Building Inspector’s Report – a</u> RESOLVED to approve the revised patio proposal for Unit 05-117J. Work to be done at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector Recording Secretary
<p>3. <u>Building Inspector’s Report – b</u> RESOLVED to approve the patio proposal for Unit 05-151H. Work to be done at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector Recording Secretary
<p>4. <u>Unfinished Business – a</u> RESOLVED to ratify rescinded Policy 7708 – <u>Listing Inspections</u> and adopt Rule 05-7708-1 – <u>Pre-Listing Inspections</u>; the 28-day posting requirement has been met.</p>	Mutual Board Mutual Administration Recording Secretary Physical Property Building Inspector
<p>5. <u>New Business – a</u> RESOLVED to acknowledge, per the requirements of the Civil Code §5500(a)-(f), a review of the reconciliations of the operating and reserve accounts, operating revenues and expenses compared to the current year’s budget, statements prepared by the financial institutions where the Mutual has its operating and reserve accounts, an income and expense statement for the Mutual’s operating and reserve accounts, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of October 2021.</p>	Mutual Board Finance
<p>6. <u>New Business – b</u> RESOLVED to approve the contract from Roofing Standards to replace roofs on buildings 100, 101, 113, and 120, at a cost not to exceed \$539,168. Anticipated start date of July 11, 2022. Funds to come from Roofing Reserves. Authorize the President to sign any necessary documentation and authorize the necessary transfer of funds in accordance with the provisions of Civil Code 5502.</p>	Mutual Board Mutual Administration Finance Physical Property Building Inspector



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<p>7. <u>New Business – c</u> RESOLVED to engage Wayne Louvier from Adams Stirling Professional Law Corporation as Mutual Five’s New Attorney and select the Client Advantage Program Services with a non-refundable fee of \$950.00. Funds to come from Operating Budget. Authorize the President to sign any necessary documentation.</p>	Mutual Board Finance Mutual Administration Portfolio Specialist
<p>8. <u>New Business – d</u> RESOLVED to adopt Form 05-7415-4 – <u>Encroachment onto Common Areas for Non-Exclusive Use Form</u> on a preliminary basis until the 28-day posting period is completed. A decision on the Form by the Board of Directors will be made at the next scheduled monthly meeting after consideration of all shareholder comments.</p>	Mutual Board Mutual Administration Recording Secretary
<p>9. <u>New Business – e</u> RESOLVED to cancel Mutual 5’s Monthly Board Meeting scheduled for December 15, 2021.</p>	Mutual Board Recording Secretary Mutual Administration
<p>10. <u>New Business – f</u> RESOLVED to forward 50-1645-4 – <u>Qualified Permanent Resident Agreement/Application</u> and 50-XXXX-X – <u>Approval Co-Occupant Application</u> to Mutual Attorney to review for a cost estimate of revision.</p>	Mutual Board Recording Secretary Mutual Administration
<p>11. <u>Adjournment</u> RESOLVED to adjourn meeting at 10:40 a.m.</p>	Mutual Board
<p>12. <u>Follow-Up Agenda Items (for next regular meeting)</u> a. Monthly Finances b. Discuss and vote to ban JSB Construction from Mutual 05.</p>	Mutual Board Recording Secretary