



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIVE

SUMMARY REPORT

Wednesday, January 18, 2023

Action/Request	Person Responsible
1. <u>Approval Minutes – a</u> The Regular Meeting Minutes of November 16, 2022 were approved by general consent of the board to stand as presented.	Mutual Board Assistant Portfolio Specialist
2. <u>Approval of Minutes – b</u> The Special Meeting Minutes of November 21, 2022 were approved by general consent of the board to stand as presented.	Mutual Board Assistant Portfolio Specialist
3. <u>Unfinished business – a</u> RESOLVED to ratify the proposed policy change by rescinding Policy 7414.05 – <u>Solar Panel Installation</u> ; the 28-day posting requirement has been met.	Mutual Board Mutual Administration Building Inspector Physical Property
4. <u>Unfinished Business – b</u> RESOLVED to ratify the proposed rule change by adopting Rule 05-7414-1 – <u>Solar Panel Installation</u> prepared by Mutual Attorney; the 28-day posting requirement has been met.	Mutual Board Mutual Administration Building Inspector Physical Property
5. <u>Unfinished Business – c</u> RESOLVED to ratify the proposed rule change by adopting Rule 05-7496-1 <u>Electrical Vehicle Charging Station and EV-Dedicated Time of Use Meter Installation</u> prepared by Mutual Attorney; the 28- day posting requirement has been met.	Mutual Board Mutual Administration Building Inspector Physical Property
6. <u>Unfinished Business – d</u> RESOLVED to ratify the proposed rule change by adopting Rule 05-7701-1 - <u>Personal Property Liability</u> prepared by mutual attorney; the 28-day posting requirement has been met.	Mutual Board Mutual Administration Building Inspector Physical Property Stock Transfer
7. <u>Unfinished Business – e</u> RESOLVED to ratify proposed policy change by rescinding Policy 7701.05 – <u>Personal Property Liability</u> ; the 28-day posting requirement has been met.	Mutual Board Mutual Administration Building Inspector Physical Property Stock Transfer



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<p>8. <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 November and December 2022.</p>	Mutual Board Finance
<p>9. <u>New Business – b</u> RESOLVED to adopt Form 05-7414-4 – <u>Maintenance, Repair, Replacement, and Indemnity Agreement regarding the Installation of a Solar System</u> prepared by Mutual Attorney on a preliminary basis until the 28-day posting period is completed. A decision on the rule changes 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 Assistant Portfolio Specialist Physical Property Building Inspector Stock Transfer Service Maintenance
<p>10. <u>New Business – d</u> RESOLVED to propose a rule change by amending Rule 05-7403-1 <u>Building Alterations and Additions</u> on a preliminary basis until the 28-day posting period is completed. A decision on the rule changes by the Board of Directors will be made at the next scheduled monthly meeting after consideration of all shareholder comments.</p>	Mutual Board Stock Transfer Mutual Administration Assistant Portfolio Specialist Building Inspector Physical Property Service Maintenance
<p>11. <u>New Business – e</u> RESOLVED to authorize Mutual Administration to mail an Opt-Out Notice to Mutual 05 shareholders, 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.</p>	Mutual Board Stock Transfer Mutual Administration Assistant Portfolio Specialist



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<p>12. <u>New Business – f</u> RESOLVED to amend the numbering of each of the following listed Policies to be Mutual 05 Rules and Regulations using the format 05-7XXX-1 for Rules, 05-7XXX-3 for Procedures, and 05-7XXX-4 for Forms: 05-7110-1 <u>Code of Ethics</u>, 05-7211-1 <u>Proxy Form</u>, 05-7306-1 <u>Banking Resolution</u>, 05-7405-1 <u>Flooring and Floor Covering Permits</u>, 05-7410-1 <u>Unit Fire/Safety Inspection</u>, 05-7426-1 <u>SmartBurners</u>, 05-7491-1 <u>Roof Extensions</u>, 05-7492-1 <u>Padmount Transformers</u>, 05-7503-1 <u>Plumbing Stoppages</u>, 05-7504-1 <u>Lock Resolution</u>, 05-7505-1 <u>Maintenance Responsibility</u>, 05-7508-1 <u>Patio and Estate Sales and Forms</u>, 05-7532-1 <u>Smoking Regulations</u>, 05-7549-3 <u>Lockout Procedures</u>, 05-7555-1 <u>Visitors</u>, 05-7556-1 <u>Co-Occupant Not Allowed</u>, 05-7570-1 <u>Sign Resolution</u>, 05-7575-1 <u>Laundry Room Use</u>, 05-7590-1 <u>Feeding Wildlife</u>, 05-7709-1 <u>Intention to Withdraw</u>, 05-7711-1 <u>Stock and Membership Transfers Outside Escrow</u>, 05-7712-1 <u>Stock and Membership Transfers Affected by Escrow</u> and 05-7731-1 <u>Internal Dispute Resolution – IDR MU 05</u>.</p>	Mutual Board Stock Transfer Mutual Administration Assistant Portfolio Specialist
<p>13. <u>New Business – g</u> RESOLVED to propose a policy change by rescinding Policies 7491.05 – <u>Roof Access</u>, 7491.3 – <u>Rain Gutters</u>, and 7491.1 – <u>Roof Leaks</u> on a preliminary basis until the 28-day posting period is completed. A decision on the policy change by the Board of Directors will be made at the next scheduled monthly meeting after consideration of all shareholder comments.</p>	Mutual Board Stock Transfer Mutual Administration Assistant Portfolio Specialist
<p>14. <u>New Business – h</u> RESOLVED to propose a rule change by adopting Rule 05-7491-1 – <u>Roof and Attic Access, Roof Leaks, Gutters, Satellite Dishes</u> on a preliminary basis until the 28-day posting period is completed. A decision on the rule change by the board of Directors will be made at the next scheduled meeting after consideration of all shareholder comments.</p>	Mutual Board Stock Transfer Mutual Administration Assistant Portfolio Specialist Building Inspector Physical Property
<p><u>Follow-Up Agenda Items (for next regular meeting)</u></p> <ol style="list-style-type: none"> a. Monthly Finances b. Discuss and vote to ratify by rescinding Policies 7491.05 – <u>Roof Access</u>, 7491.3 – <u>Rain Gutters</u>, and 7491.1 – <u>Roof Leaks</u>. c. Discuss and vote to ratify adopting Rule 05-7491-1 – <u>Roof and Attic Access, Roof Leaks, Gutters, Satellite Dishes</u>. d. Discuss and vote to ratify adopting Form 05-7414-4 – <u>Maintenance, Repair, Replacement, and Indemnity Agreement regarding the Installation of a Solar System</u>. 	Mutual Board Assistant Portfolio Specialist



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e. Discuss and vote to ratify amending Rule <u>05-7403-1 Building Alterations and Additions</u> f. Discuss and vote to end the distribution of monthly mutual minutes on clipboards to individual shareholders.	