



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIVE

SUMMARY REPORT

Wednesday, March 15, 2023

Action/Request	Person Responsible
<p>1. <u>Approval Minutes – a</u> The Regular Meeting Minutes of February 15, 2023 were approved by general consent of the board to stand as printed.</p>	Mutual Board Assistant Portfolio Specialist
<p>2. <u>Building Inspector – a</u> RESOLVED to accept the Roofing Standards proposal for reroofing buildings 96, 97, 107, 112, 123, and 125, at a cost not to exceed \$708,029.69. Funds to come from Roofing Reserves and authorize the President to sign any necessary documentation.</p>	Mutual Board Building Inspector Physical Property Service Maintenance Finance
<p>3. <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 February 2023.</p>	Mutual Board Finance
<p>4. <u>New Business – b</u> RESOLVED to accept the CliftonLarsonAllen LLP Engagement Letter for the 2022 audit and to authorize the President to sign the letter.</p>	Mutual Board Finance
<p>5. <u>New Business – d</u> RESOLVED to accept the proposal from National Service Company to install and service commercial laundry equipment in 9 laundry rooms for a term of 5 years and authorize the President to sign any necessary documentation.</p>	Mutual Board Building Inspector Physical Property Service Maintenance
<p>6. <u>New Business – e</u> RESOLVED to appoint Accurate Voting Services as Mutual Five’s Inspectors of Election for the 2023-2024 Election of Directors.</p>	Mutual Board Mutual Administration
<p>7. <u>New Business – f</u> RESOLVED to approve the Loyalty Update Plan for a three-year agreement with Association Reserves from 2024-2026 for the Mutual Five Reserve Study at a cost not to exceed \$1,250 per year. Funds to be taken from Operating Budget, Miscellaneous Services and authorize the President to sign the contract.</p>	Mutual Board Finance



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<u>Follow-Up Agenda Items (for next regular meeting)</u> <ul style="list-style-type: none">a. Monthly Financesb. Discuss and vote to set up new email service with new addresses for Mutual Five Board members	Mutual Board Assistant Portfolio Specialist