



MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Monday, June 21, 2021

| Action/Request | Person Responsible | | | | | | | | | | | | | | | | | | | | | |
|--|---|---|---|----------|--------------|---|----------|--------------|---|----------|--------------|---|----------|-------------|--|----------|-------------|---|----------|-------------|--|-------------------------|
| <p>1. <u>Approval of Minutes – a</u> RESOLVED to approve the Regular Monthly Meeting Minutes of May 17, 2021 as corrected.</p> | Recording Secretary Mutual Board | | | | | | | | | | | | | | | | | | | | | |
| <p>2. <u>Consent Calendar – a</u> RESOLVED that the Mutual Fifteen Board authorizes the following transfers of funds per detailed and dated resolutions.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="font-size: small;">Transfer/ Invoice Date</th> <th style="font-size: small;">Amount</th> <th style="font-size: small;">Originating/Destination Accounts or Payee</th> </tr> </thead> <tbody> <tr> <td>05/05/21</td> <td>\$129,032.61</td> <td>Transfer from US Bank Checking to GRF- US Bank Checking</td> </tr> <tr> <td>05/06/21</td> <td>\$107,754.02</td> <td>Transfer from US Bank Checking to US Bank Impound</td> </tr> <tr> <td>05/06/21</td> <td>\$262,547.12</td> <td>Transfer from ACH-Direct Debit from multiple shareholders to US Bank Checking</td> </tr> <tr> <td>05/07/21</td> <td>\$17,991.00</td> <td>Check# 11849 Invoice# Multiple Payee: Anguiano Lawn Care</td> </tr> <tr> <td>05/13/21</td> <td>\$45,776.08</td> <td>Transfer from US Bank Checking to US Bank Restricted Money Mkt.</td> </tr> <tr> <td>05/25/21</td> <td>\$13,000.00</td> <td>Check#2402 Sale of 42R Payor: Januszka Group</td> </tr> </tbody> </table> | Transfer/ Invoice Date | Amount | Originating/Destination Accounts or Payee | 05/05/21 | \$129,032.61 | Transfer from US Bank Checking to GRF- US Bank Checking | 05/06/21 | \$107,754.02 | Transfer from US Bank Checking to US Bank Impound | 05/06/21 | \$262,547.12 | Transfer from ACH-Direct Debit from multiple shareholders to US Bank Checking | 05/07/21 | \$17,991.00 | Check# 11849 Invoice# Multiple Payee: Anguiano Lawn Care | 05/13/21 | \$45,776.08 | Transfer from US Bank Checking to US Bank Restricted Money Mkt. | 05/25/21 | \$13,000.00 | Check#2402 Sale of 42R Payor: Januszka Group | Mutual Board Finance |
| Transfer/ Invoice Date | Amount | Originating/Destination Accounts or Payee | | | | | | | | | | | | | | | | | | | | |
| 05/05/21 | \$129,032.61 | Transfer from US Bank Checking to GRF- US Bank Checking | | | | | | | | | | | | | | | | | | | | |
| 05/06/21 | \$107,754.02 | Transfer from US Bank Checking to US Bank Impound | | | | | | | | | | | | | | | | | | | | |
| 05/06/21 | \$262,547.12 | Transfer from ACH-Direct Debit from multiple shareholders to US Bank Checking | | | | | | | | | | | | | | | | | | | | |
| 05/07/21 | \$17,991.00 | Check# 11849 Invoice# Multiple Payee: Anguiano Lawn Care | | | | | | | | | | | | | | | | | | | | |
| 05/13/21 | \$45,776.08 | Transfer from US Bank Checking to US Bank Restricted Money Mkt. | | | | | | | | | | | | | | | | | | | | |
| 05/25/21 | \$13,000.00 | Check#2402 Sale of 42R Payor: Januszka Group | | | | | | | | | | | | | | | | | | | | |
| <p>3. <u>Unfinished Business – a</u> RESOLVED to rescind Policy 7431.15 –<u>Service Maintenance Requests</u> and adopt as procedure 15-7431-3 –<u>Service Maintenance Requests</u>.</p> | Mutual Board Recording Secretary Service Maintenance Physical Property | | | | | | | | | | | | | | | | | | | | | |
| <p>4. <u>New Business – a</u> RESOLVED to acknowledge, per the requirements of the Civil Code Section 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 May 2021.</p> | Mutual Board Finance | | | | | | | | | | | | | | | | | | | | | |



MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Monday, June 21, 2021

| | |
|---|--|
| <p>5. <u>New Business – b</u> RESOLVED to approve that Mutual Fifteen authorizes the board President and/or duly appointed officer to act on behalf of the board to execute the Notice of Intent to Withdraw for the 2021-2022 term of office.</p> | <p>Mutual Board Building Inspector Physical Property Finance</p> |
| <p>6. <u>New Business – c</u> RESOLVED to approve that Mutual Fifteen continues to receive one hard copy of the various Mutual's' monthly meeting minutes in their mailbox in the Stock Transfer Office, effective 2021-2022 term of office.</p> | <p>Mutual Board Finance</p> |
| <p>7. <u>New Business – d</u> RESOLVED to approve that the Mutual Fifteen meeting minutes disclose "yes" votes, "no" votes, recusals, and abstentions in the meeting minutes effective June 2021.</p> | <p>Mutual Board Recording Secretary</p> |
| <p>8. <u>New Business – e</u> RESOLVED to approve that Mutual Fifteen Board of Directors will not authorize the Mutual Administration Department to release all contact information as requested except for the hotline phone numbers.</p> | <p>Mutual Administration</p> |
| <p>9. <u>New Business – f</u> RESOLVED to approve that Mutual Fifteen does not support or authorize the signing of the Property Tax Postponement Application from the State of California. The Mutual further authorizes the GRF Finance Department to notify the Board if a shareholder requests a Property Tax Statement effective 2021-2022.</p> | <p>Mutual Administration Stock Transfer</p> |
| <p>10. <u>New Business – g</u> RESOLVED to approve a commitment, by the Board of Directors of Mutual Fifteen, to help support the unified mission of the collective Mutual's of Leisure World Seal Beach, to ensure appointments are made to meet with GRF staff. Board members should consult with President before making appoints with GRF staff.</p> | <p>Mutual Administration Stock Transfer</p> |
| <p>11. <u>New Business – h</u> RESOLVED to approve that the Directors of Mutual Fifteen accept and sign the Code of Conduct and Code of Ethics.</p> | <p>Mutual Administration Stock Transfer</p> |



MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Monday, June 21, 2021

| | |
|---|---|
| | |
| <p>12. <u>New Business – i</u> RESOLVED to approve Mr. C’s Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2021-2022, and authorize the President to sign the agreement.</p> | Mutual Board Portfolio Specialist Recording Secretary Security |
| <p>13. <u>New Business – j</u> RESOLVED to as per the recommendation of the Mutual 15 investment manager to re-align our portfolio regarding cash flow expenditures by assigning \$200,000 from a money market account at BNY Mellon to California bonds.</p> | Mutual Board Finance |
| <p>14. <u>New Business – k</u> RESOLVED to amend Rules and Regulations, Article V Section 5.20 – <u>Caregiver Parking</u> on a preliminary basis until the 28–day posting period is completed.</p> | Mutual Board Recording Secretary Portfolio Specialist |
| <p>15. <u>New Business – l</u> RESOLVED to rescind Policy 7557.15 – <u>Caregivers</u> on a preliminary basis until the 28-day posting requirement has been completed.</p> | Mutual Board Recording Secretary Portfolio Specialist |
| <p>16. <u>New Business – m</u> RESOLVED to approve that, according to Policy 7510.15 – <u>Eligibility Requirements</u>, if there is a question of financial eligibility, Mutual Fifteen <u>will not</u> be contacted by the Stock Transfer Office in the event of a non-qualifying financial issue, and furthermore to have the Stock Transfer Office follow Policy 7510.15 – <u>Eligibility Requirements</u>.</p> | Mutual Board Portfolio Specialist Recording Secretary Stock Transfer |
| <p>17. <u>New Business – n</u> RESOLVED to regretfully accept the resignation of David Harlow as Chief Financial Officer and as Director of the Mutual Fifteen Board of Directors.</p> | Mutual Board Portfolio Specialist Recording Secretary Finance |
| <p>18. <u>New Business – o</u> RESOLVED to appoint Bernie Koagel as a Director of the Mutual Fifteen Board of Directors.</p> | Mutual Board Portfolio Specialist Recording Secretary |



MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Monday, June 21, 2021

| | |
|---|---|
| <p>19. <u>New Business – p</u> RESOLVED to approve the continued operations of emergency items only, for a total of no more than \$10,000.00 per incident. And authorize the President to sign the necessary documentation.</p> | <p>Mutual Board Finance</p> |
| <p>20. <u>New Business – q</u> RESOLVED to amend resolution dated April 19, 2021 “RESOLVED to appoint Jackie Dunagan (Chair), Ron Gildner, Bruce Bowles, David Harlow, Ronald Beeler, and Joyce Reed to the Executive Committee for Mutual 15.” By removing David Harlow, Joyce Reed and appointing Barbara Keenoy and Bernie Koagel.</p> | <p>Mutual Board Recording Secretary</p> |
| <p><u>Follow-Ups for Next Regular Board Meeting</u></p> <ol style="list-style-type: none"> 1. Mutual Monthly Finances 2. Consent Calendar | <p>Recording Secretary</p> |