



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Monday, November 15, 2021

Action/Request	Person Responsible																					
<p>1. <u>Approval of Minutes – a</u> The Regular Monthly Meeting Minutes of October 18, 2021 were approved to stand as written.</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>10/01/21</td> <td>\$13,000.00</td> <td>Check# 98937 Invoice# Sale of 42L Payor Coast Cities Escrow</td> </tr> <tr> <td>10/05/21</td> <td>\$126,150.38</td> <td>Transfer from US Bank Checking to GRF – US Bank Checking</td> </tr> <tr> <td>10/05/21</td> <td>\$263,735.95</td> <td>Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking</td> </tr> <tr> <td>10/06/21</td> <td>\$109,821.04</td> <td>Transfer from US Bank Checking to US Bank Impound</td> </tr> <tr> <td>10/07/21</td> <td>\$29,128.43</td> <td>Check#11951 Invoice# Multiple Payee Anguiano Lawn Care</td> </tr> <tr> <td>10/21/21</td> <td>\$45,776.08</td> <td>Transfer from US Bank Checking to US Bank Restricted Money Mkt</td> </tr> </tbody> </table>	Transfer/ Invoice Date	Amount	Originating/Destination Accounts or Payee	10/01/21	\$13,000.00	Check# 98937 Invoice# Sale of 42L Payor Coast Cities Escrow	10/05/21	\$126,150.38	Transfer from US Bank Checking to GRF – US Bank Checking	10/05/21	\$263,735.95	Transfer from ACH- Direct Debit from multiple shareholders to US Bank Checking	10/06/21	\$109,821.04	Transfer from US Bank Checking to US Bank Impound	10/07/21	\$29,128.43	Check#11951 Invoice# Multiple Payee Anguiano Lawn Care	10/21/21	\$45,776.08	Transfer from US Bank Checking to US Bank Restricted Money Mkt	Mutual Board Finance
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<p>3. <u>Unfinished Business – b</u> RESOLVED to ratify amended Rules and Regulations, Article XII Section 12.1 – <u>Shareholder Estate/ Patio Sales</u> the 28-day posting period requirement has been met.</p>	Mutual Board Recording Secretary Physical Property Stock Transfer																					
<p>4. <u>Unfinished Business – c</u> RESOLVED to ratify adopted Form 15-7508-4 – <u>Carport/Estate Sales</u> the 28-day posting period requirement has been met.</p>	Mutual Board Recording Secretary Physical Property Stock Transfer																					
<p>5. <u>Unfinished Business – d</u> RESOLVED to ratify amended Rules and Regulations, Article V Section 5.18 – <u>Carport Use</u> the 28-day posting period requirement has been met.</p>	Mutual Board Recording Secretary Physical Property Stock Transfer																					



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<p>6. <u>Unfinished Business – e</u> RESOLVED to ratify adopted Form 15-7502-4 – <u>Carport Usage/Rental Agreement and Back-In Parking</u> the 28-day posting period requirement has been met.</p>	<p>Mutual Board Recording Secretary Physical Property Stock Transfer Finance</p>
<p>7. <u>Unfinished Business – f</u> RESOLVED to ratify rescinded Policy 7510.15 – <u>Eligibility Requirements</u>, the 28-day posting requirement has been met.</p>	<p>Mutual Board Mutual Administration Recording Secretary Stock Transfer</p>
<p>8. <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 October 2021.</p>	<p>Mutual Board Finance</p>
<p>9. <u>New Business – b</u> RESOLVED to adopt Procedure 15-7452-3 – <u>Equipment Standards</u> as written.</p>	<p>Mutual Board Recording Secretary Finance</p>
<p>10. <u>New Business – c</u> RESOLVED to table New Business, Item C.</p>	<p>Mutual Board Recording Secretary</p>
<p>11. <u>New Business – d</u> RESOLVED to table New Business, Item D.</p>	<p>Mutual Board Recording Secretary</p>
<p>12. <u>New Business – e</u> RESOLVED to approve a new magnolia tree install at unit 29C and a new peppermint willow tree install at unit 36C with Anguiano Lawn Care, at a cost not to exceed \$480.00. Funds to come from Landscaping Trees and authorize the President to sign any necessary documents.</p>	<p>Mutual Board Physical Property Building Inspector Finance</p>



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<p>13. <u>New Business – f</u> RESOLVED to approve the tree trimming of a podocarpus tree at unit 3E with Anguiano Lawn Care, at a cost not to exceed \$400.00. Funds to come from Landscaping Trees and authorize the President to sign any necessary documents.</p>	<p>Mutual Board Physical Property Building Inspector Finance</p>
<p>14. <u>New Business – g</u> RESOLVED to table New Business, Item G.</p>	<p>Mutual Board Recording Secretary</p>
<p>15. <u>New Business – h</u> RESOLVED to authorize Roseman Law APC to review 50-1645-4 - <u>Qualified Permanent Resident Agreement/ Application</u> and 50-XXXX-X - <u>Approval Co – Occupant Application</u>. At a cost not to exceed \$1,000.00 Funds to come from Legal and authorize the President to sign any necessary documentation.</p>	<p>Mutual Board Mutual Administration Portfolio Specialist Stock Transfer Finance</p>
<p>16. <u>New Business – i</u> RESOLVED to adopt Procedure 15-7486-3 – <u>Flood Stop Devices</u> as written.</p>	<p>Mutual Board Physical Property Building Inspector Finance</p>
<p>17. <u>New Business – j</u> RESOLVED to adopt Procedure 15-7487-3 – <u>Broken Standard Appliances</u> as written.</p>	<p>Mutual Board Physical Property Building Inspector Finance</p>
<p>18. <u>New Business – k</u> RESOLVE to adopt Procedure 15-7332-3 – <u>SRO Billings to Mutual 15</u> as written.</p>	<p>Mutual Board Service Maintenance Building Inspector Finance</p>
<p>19. <u>New Business – l</u> RESOLVED to rescind Policy 7531.15 – <u>Inspection of Vacant, Unoccupied or Seasonal-Use Units</u> on a preliminary basis until the 28-day posting period has been completed. The Policy will be ratified at the next scheduled meeting and take effect if the Board receives no comment.</p>	<p>Mutual Board Stock Transfer Finance</p>



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<p>20. <u>New Business – m</u> RESOLVED to adopt Procedure 15-7531-3 – <u>Inspection of Vacant, Unoccupied or Seasonal-Use Units</u> as written.</p>	Mutual Board Stock Transfer Finance
<p><u>Follow-Ups for Next Regular Board Meeting</u></p> <ol style="list-style-type: none"> 1. Mutual Monthly Finances 2. Consent Calendar 3. Discuss and vote to ratify amended Rules and Regulations Article I by renumbering Sections 1.4, 1.5, and 1.6 to 1.5, 1.6 and 1.7 and making Section 1.4 – <u>Caregivers</u> 4. Discuss and vote to amend ARTICLE 2 35.3 (3 1/2 INCH CONCRETE PAD FIBER GLASS) – Building Inspector to provide verbiage. 5. Discuss and vote on the cleaning of gutters – Building Inspector to provide proposal. 6. Discuss and vote to take New Business Item C from November 15, 2021, Agenda off the table for discussion at a later meeting. 7. Discuss and vote to take New Business Item D from November 15, 2021, Agenda off the table for discussion at a later meeting. 8. Discuss and vote to take New Business Item G from November 15, 2021, Agenda off the table for discussion at a later meeting. 9. Discuss and vote to ratify rescinded Policy 7531.15 – <u>Inspection of Vacant, Unoccupied or Seasonal-Use Units</u> 10. Discuss and vote to amend Procedure 15-7531-3 – <u>Inspection of Vacant, Unoccupied or Seasonal-Use Units</u>; regarding the enforcement empty units. 	Recording Secretary