



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Monday, December 20, 2021

Action/Request	Person Responsible
<p>1. <u>Approval of Minutes – a</u> The Regular Monthly Meeting Minutes of November 15, 2021 were approved to stand as written.</p>	Recording Secretary Mutual Board
<p>2. <u>Building Inspectors Report – a</u> RESOLVED to approve the proposal from Anguiano Lawn Care, Inc. to have the gutters cleaned at a cost not to exceed \$8,500. Funds to come from Operating Expense and authorize the President to sign any necessary documentation.</p>	Mutual Board Physical Property Building Inspector Finance
<p>3. <u>Building Inspectors Report – b</u> RESOLVED to approve the installation of a vacuum breaker install at Unit 42 H work to be done by Anguiano Lawn Care, Inc. at a cost not to exceed \$324.78. Funds to come from Landscaping Extras and authorize the President to sign any necessary documentation.</p>	Mutual Board Physical Property Building Inspector Finance
<p>4. <u>Building Inspectors Report – c</u> RESOLVED to approve the trimming and thinning of the tree proposal at Unit 3E work to be done by Anguiano Lawn Care, Inc. at a cost not to exceed \$400.00. Funds to come from Landscaping and authorize the President to sign any necessary documentation.</p>	Mutual Board Physical Property Building Inspector Finance
<p>5. <u>Building Inspectors Report – d</u> RESOLVED to approve the replacement and installation of French drains near the sidewalk at Unit 2C work to be done by Anguiano Lawn Care, Inc. at a cost not to exceed \$620.00. Funds to come from Landscaping and authorize the President to sign any necessary documentation. Expense and authorize the President to sign any necessary documentation.</p>	Mutual Board Physical Property Building Inspector Finance
<p>6. <u>Consent Calendar – a</u> RESOLVED that the Mutual Fifteen Board authorizes the following transfers of funds per detailed and dated resolutions.</p>	Mutual Board Finance



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<i>Transfer/ Invoice Date</i>	<i>Amount</i>	<i>Originating/Destination Accounts or Payee</i>	
11/3/2021	\$16,829.00	Invoice # MO 112115 Check # 11965 Payee Anguiano Lawn Care	
11/5/2021	\$115,549.92	Transfer from US Bank Checking to GRF-US Bank Checking	
11/5/2021	\$265,918.16	Transfer from ACH-Direct Debt from multiple shareholders to US Bank Checking	
11/8/2021	\$109,821.04	Transfer from US Bank Checking to US Bank Impound	
11/9/2021	\$15,000.00	Invoice # Sale of 23A Check # 99707 Payor Coast Cities Escrow	
11/9/2021	\$642,360.53	Transfer from US Bank Impound to US Bank Checking	
11/18/2021	\$645,181.14	Invoice Multiple Date Multiple Check # 11978 Payee Orange County Tax Collector	
11/23/2021	\$45,776.08	Transfer from US Bank Checking to US Bank Restricted Money Market	
11/29/21	\$14,948.90	Transfer from US Bank Restricted Money Market to US Bank Non-Restricted Money Market	
12/1/2021	\$14,934.70	Invoice Multiple Date Multiple Check # 11998 Payee Roofing Standards	
12/1/2021	\$15,000.00	Invoice # Sale of 46G Check # 99917 Payor Coast Cities Escrow	
12/1/2021	\$15,000.00	Invoice # Sale of 11G Check # 039191 Payor Castlehead, Inc. Escrows	
<p>7. Unfinished Business – a RESOLVED to ratify rescinded Policy 7531.15 – <u>Inspection of Vacant, Unoccupied or Seasonal-Use Units</u>, the 28-day posting requirement has been met.</p>			Mutual Board Physical Property Building Inspector Recording Secretary
<p>8. Unfinished Business – b RESOLVED to take New Business, Item C <i>Discuss and vote to approve tree trimming by Anguiano Lawn Care at unit 37F</i> from November 15, 2021 Agenda off table, for discussion at a later meeting.</p>			Mutual Board Recording Secretary
<p>9. Unfinished Business – c RESOLVED to take New Business, Item D <i>Discuss and vote to approve tree removal by Anguiano Lawn Care at unit 14H</i> from November 15, 2021 Agenda off table, for discussion at a later meeting.</p>			Mutual Board Recording Secretary



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<p>10. Unfinished Business – d RESOLVED to take New Business, Item G <i>Discuss and vote to approve tree installs by Anguiano Lawn Care at unit 19B</i> from November 15, 2021 Agenda off table, for discussion at a later meeting.</p>	Mutual Board Recording Secretary
<p>11. Unfinished Business – e RESOLVED 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>, the 28-day posting period requirement has been met.</p>	Mutual Board Recording Secretary Stock Transfer
<p>12. New Business – a 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>	Mutual Board Finance
<p>13. New Business – b RESOLVED to amend Rules and Regulations, Article II Section 2.35.3 – <u>HVAC</u> on a preliminary basis until the 28-day posting period is completed. The rule will be ratified at the next scheduled meeting and take effect if the Board receives no comment.</p>	Mutual Board Recording Secretary Physical Property Building Inspector
<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 II Section 2.35.3 - <u>HVAC</u> 4. Discuss and vote to ratify resolution dated December 20, 2021 to authorize Roseman Law, APC to review and provide opinion on new GRF Management Agreement. 	Recording Secretary



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<p>5. Discuss and vote to ratify resolution dated December 20, 2021, to give the Mutual's Handyman, Isidro Gonzales, a \$500.00 Christmas bonus.</p> <p>6. Discuss and vote to ratify phone poll conducted on December 21, 2021.</p>	