



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FIFTEEN

SUMMARY REPORT

Friday, January 20, 2023

| Action/Request | Person Responsible | | | | | | | | | | | | | | | | | | | | | |
|--|--|--|--|------------|-------------|--|------------|-------------|--|------------|-------------|---|------------|--------------|--|------------|--------------|--|------------|-------------|--|----------------------|
| <p>1. <u>Approval of Minutes – a</u> The Regular Monthly Meeting Minutes of December 19, 2022, were approved to stand as presented.</p> | Mutual Board Assistant Portfolio Specialist | | | | | | | | | | | | | | | | | | | | | |
| <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="text-align: left;"><i>Transfer/ Invoice Date</i></th> <th style="text-align: left;"><i>Amount</i></th> <th style="text-align: left;"><i>Originating/Destination Accounts or Payee</i></th> </tr> </thead> <tbody> <tr> <td>12/14/2022</td> <td>\$12,041.22</td> <td>Transfer from US Bank Restricted Money Mkt. to US Bank Non-Restricted Money Mkt.</td> </tr> <tr> <td>12/21/2022</td> <td>\$11,100.00</td> <td>Invoice# 4QT2022-15 Check# 12342 Payee: Anguiano Lawn Care</td> </tr> <tr> <td>12/22/2022</td> <td>\$51,744.50</td> <td>Transfer from US Bank Checking to US Bank Restricted Money Mkt.</td> </tr> <tr> <td>01/05/2023</td> <td>\$296,709.00</td> <td>Transfer from ACH -Direct Debit from multiple shareholders to US Bank Checking</td> </tr> <tr> <td>01/05/2023</td> <td>\$188,083.99</td> <td>Transfer from US Bank Checking to GRF – US Bank Checking</td> </tr> <tr> <td>01/05/2023</td> <td>\$15,000.00</td> <td>Invoice# sale of 12A Check# 4676 Payor: Januszka Group</td> </tr> </tbody> </table> | <i>Transfer/ Invoice Date</i> | <i>Amount</i> | <i>Originating/Destination Accounts or Payee</i> | 12/14/2022 | \$12,041.22 | Transfer from US Bank Restricted Money Mkt. to US Bank Non-Restricted Money Mkt. | 12/21/2022 | \$11,100.00 | Invoice# 4QT2022-15 Check# 12342 Payee: Anguiano Lawn Care | 12/22/2022 | \$51,744.50 | Transfer from US Bank Checking to US Bank Restricted Money Mkt. | 01/05/2023 | \$296,709.00 | Transfer from ACH -Direct Debit from multiple shareholders to US Bank Checking | 01/05/2023 | \$188,083.99 | Transfer from US Bank Checking to GRF – US Bank Checking | 01/05/2023 | \$15,000.00 | Invoice# sale of 12A Check# 4676 Payor: Januszka Group | Mutual Board Finance |
| <i>Transfer/ Invoice Date</i> | <i>Amount</i> | <i>Originating/Destination Accounts or Payee</i> | | | | | | | | | | | | | | | | | | | | |
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| <p>3. <u>Unfinished Business – a</u> RESOLVED to ratify resolution dated December 19, 2022 “RESOLVED to approve CJ Construction proposal for removal of existing lights and to replace 156 new breezeway lights for \$30.00/ piece at a cost not to exceed \$4,680.00. Funds to come from Infrastructure Reserves and authorize President to sign the proposal.”</p> | Mutual Board Finance Physical Property Building Inspector | | | | | | | | | | | | | | | | | | | | | |
| <p>4. <u>Unfinished Business – b</u> RESOLVED to amend resolution dated November 21, 2022 “RESOLVED to approve the proposal from Anguiano Lawn Care 4th quarter tree trimming, at a cost not to exceed \$11,220.00. Funds to come from Tree Reserve and authorize the President to sign any necessary documents.” By changing Tree Reserve to Landscaping – Trees.</p> | Mutual Board Finance Physical Property Building Inspector | | | | | | | | | | | | | | | | | | | | | |



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| <p>5. <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 December 2022.</p> | Mutual Board Finance |
| <p>6. <u>New Business – b</u> RESOLVED to approve that Mutual Administration send out an Opt-Out Notice, allowing the shareholder to remove their name, property address, mailing address, and/or e-mail address from the membership list, per Civil Code §5220 Membership List Opt-Out.</p> | Mutual Board Mutual Administration |
| <p>7. <u>New Business – c</u> RESOLVED to propose a rule change amending Section 2.2 – <u>Appliances</u> of the Rules & Regulations and approve 28-day posting of notice of the proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.</p> | Mutual Board Physical Property Building Inspector |
| <p>8. <u>New Business – d</u> RESOLVED to approve the amended Occupancy Agreement for Mutual Fifteen, effective February 1, 2023.</p> | Mutual Board Mutual Administration Stock Transfer |
| <p>9. <u>New Business – e</u> RESOLVED to propose a policy change rescinding Policy 7505 – <u>Maintenance Responsibility</u>, and approve 28-day posting of notice of the proposed policy change. The proposed policy change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.</p> | Mutual Administration Mutual Board Stock Transfer Physical Property Building Inspector |



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| <p><u>Follow-Ups for Next Regular Board Meeting</u></p> <ol style="list-style-type: none">1. Mutual Monthly Finances2. Consent Calendar3. Discuss and vote to ratify amended Rules & Regulations Article Section 2.2 Appliances4. Discuss and vote to ratify rescinded Policy 7505 - <u>Maintenance Responsibility</u>5. Breezeway lighting/Sandblast proposal from Building Inspector6. Discuss and vote to approve proposal from M.J. Jurado on painting T's arrows, curbs, and sandblasting.7. Discuss insurance increase required amount. | <p>Mutual Board Security Assistant Portfolio Specialist</p> |