



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING

## MUTUAL TEN

### SUMMARY REPORT

Tuesday, December 14, 2021

Action/Request			Person Responsible
<b>1. Approval of the Minutes</b> The Regular Board Meeting Minutes of November 24, 2021 were approved by general consent of the Board as printed and distributed.			Mutual Board Recording Secretary
<b>2. Approval of the Minutes</b> The Special Board Meeting Minutes of December 07, 2021 were approved by general consent of the Board as printed and distributed.			Mutual Board Recording Secretary
<b>3. DIRECTOR APPOINTMENT – a</b> RESOLVED to approve to appoint Cheryl Gibson to the Mutual Ten Board of Directors for the remaining 2021-2022 term of office.			Mutual Board Mutual Administration Recording Secretary
<b>4. Consent Calendar – a</b> RESOLVED to authorize the following transfers of funds per detailed resolutions.			Mutual Board Finance
Transfer/ Invoice Date	Amount	Originating/Destination Accounts or Payee	
11/08/2021	\$14,932.00	Invoice # 1006971 Check # 11028 Payee J&J Landscaping	
11/09/2021	\$288,560.28	Transfer from US Bank Impound to US Bank Checking	
11/17/2021	\$10,175.00	Invoice # 1006987 & 1006995 Check # 11037 Payee J&J Landscaping	
11/23/2021	\$30,414.60	Transfer from US Bank Checking to US Bank Restricted Money Market	
<b>5. Chief Financial Officer’s Report – a</b> 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.			Mutual Board Finance



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the check registers, monthly general ledger and delinquent assessment receivable reports for the month of November 2021.	
<b>6. Chief Financial Officer's Report – b</b> RESOLVED to authorize the transfer of funds in the amount of \$150,000.00 from BNY Mellon Money Market Account to US Bank Money Market Account.	Mutual Board Finance
<b>7. New Business – a</b> RESOLVED to authorize Roseman Law APC to review and provide opinion on new GRF Management Agreement. At a cost not to exceed \$2,500.00 Funds to come from Legal and authorize the President to sign any necessary documentation.	Mutual Board Mutual Administration Portfolio Specialist Finance
<b>8. Follow-up for Month of January</b> <b>1. Consent Calendar</b> <b>2. Mutual Monthly Finances</b> <b>3. Election- Opt-out Notice</b> <b>4. Discuss and vote to go out for roofing bids</b>	Mutual Board Mutual Admin Recording Secretary