



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING

## MUTUAL TEN

### SUMMARY REPORT

Wednesday, July 27, 2022

Action/Request	Person Responsible															
<b>1. <u>Approval of the Minutes – a</u></b> The Regular Board Meeting Minutes of June 22, 2022, were approved by general consent of the Board as printed and distributed.	Mutual Board Recording Secretary															
<b>2. <u>Approval of the Minutes – b</u></b> The Special Board Meeting Minutes of July 18, 2022, were approved by general consent of the Board as printed and distributed.	Mutual Board Recording Secretary															
<b>3. <u>Building Inspector’s Report – a</u></b> RESOLVED to ratify resolution dated May 6, 2022 <i>“RESOLVED, to approve instructing the Building Inspector to request bids from Vicker’s Construction and C J Construction for re-roofing project termite and dry rot repair, buildings 246, 247, 248, 249, 250 and 251. Bids to be returned before Monday, May 16, 2022.”</i>	Mutual Board Physical Property Building Inspector Finance															
<b>4. <u>Building Inspector’s Report – b</u></b> RESOLVED to approve the proposal from J & J Landscaping to cut down the juniper plants to the ground located at the south end of carports 120 and 122, at a cost not to exceed \$200.00. Funds to come from Landscape – Extras and authorize the President to sign any necessary documentation.	Mutual Board Physical Property Building Inspector Finance															
<b>5. <u>Consent Calendar – a</u></b> RESOLVED to authorize the following transfers of funds per detailed resolutions.	Mutual Board Finance															
<table><tr><th>Transfer/ Invoice Date</th><th>Amount</th><th>Originating/Destination Accounts or Payee</th></tr><tr><td>06/21/2022</td><td>\$31,500.00</td><td>Transfer from US Bank Checking to US Bank Restricted Money Mkt.</td></tr><tr><td>06/22/2022</td><td>\$81,905.04</td><td>Transfer from US Bank Restricted Money Mkt. to US Bank Non-Restricted Money Mkt.</td></tr><tr><td>06/22/2022</td><td>\$40,000.00</td><td>Transfer from US Bank Non-Restricted Money Mkt. to US Bank Checking</td></tr><tr><td>06/24/2022</td><td>\$13,346.78</td><td>Invoice# Multiple Check# 11116 Payee: Orange County Tax Collector</td></tr></table>		Transfer/ Invoice Date	Amount	Originating/Destination Accounts or Payee	06/21/2022	\$31,500.00	Transfer from US Bank Checking to US Bank Restricted Money Mkt.	06/22/2022	\$81,905.04	Transfer from US Bank Restricted Money Mkt. to US Bank Non-Restricted Money Mkt.	06/22/2022	\$40,000.00	Transfer from US Bank Non-Restricted Money Mkt. to US Bank Checking	06/24/2022	\$13,346.78	Invoice# Multiple Check# 11116 Payee: Orange County Tax Collector
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07/01/2022	\$64,305.44	Invoice# Multiple Check# 11112 Payee: Roofing Standard	
07/05/2022	\$138,214.03	Transfer from ACH-Direct Debit from multiple shareholders to US Bank Checking	
07/05/2022	\$71,288.83	Transfer from US Bank Checking to GRF-US Bank Checking	
07/06/2022	\$53,253.90	Transfer from US Bank Checking to US Bank Impound (Property Taxes)	
07/11/2022	\$15,704.02	Transfer from US Bank Restricted Money Mkt to US Bank Non-Restricted Money Mkt.	
<b>6. 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, the check registers, monthly general ledger and delinquent assessment receivable reports for the month of June 2022.			Mutual Board Finance
<b>7. New Business – a</b> RESOLVED to authorize the President to sign the new management agreement at a special signing and photo op event with GRF in August.			Mutual Board Recording Secretary
<b>8. New Business – b</b> RESOLVED to approve the renewal of the Annual General Counsel Attorney Retainer Program with Roseman Law, APC, effective immediately, at a cost not to exceed \$500.00 annually. Funds to come from Legal Fees and authorize the President to sign the necessary documentation.			Mutual Board Finance



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<b>9. <u>New Business – d</u></b> RESOLVED to approve Mr. C's Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2022-2023, and authorize the President to sign the agreement.	Mutual Board Mutual Administration Security
<b>10. <u>Follow-up for Month of August</u></b> <b>1. Consent Calendar</b> <b>2. Mutual Monthly Finances</b> <b>3. Guest Speaker: Victor Rocha TBD</b> <b>4. Discuss and vote to adopt Rule 10-7586-1 – <u>Shareholder Rules of Conduct</u></b>	Mutual Board Mutual Administration Recording Secretary