



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL TEN

SUMMARY REPORT

Wednesday, April 26, 2023

Action/Request	Person Responsible																		
1. <u>Approval of the Minutes – a</u> The Regular Board Meeting Minutes of March 22, 2023, were approved by general consent of the Board as presented.	Mutual Board Assistant Portfolio Specialist																		
2. <u>Approval of the Minutes – b</u> The Special Board Meeting Minutes of April 11, 2023, were approved by general consent of the Board as presented.	Mutual Board Assistant Portfolio Specialist																		
3. <u>Building Inspector’s Report – a</u> RESOLVED to award a contract to “Fenn Termite & Pest Control” to service and maintain Mutual No. Ten for a three-year period from June 1, 2023 to May 31, 2026, at a total cost not to exceed \$20,378.00 and approve the designated “Pest Control Services 2023-2026 Extra Costs”. Funds to come from Operating Budget line item “Pest Control” and authorize the president to sign the contract.	Mutual Board Building Inspector Physical Property																		
4. <u>Consent Calendar – a</u> 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>03/20/2023</td><td>\$33,828.17</td><td>US Bank Checking to US Bank Non-Restr. Money Mkt.</td></tr><tr><td>03/24/2023</td><td>\$316,450.13</td><td>Orange County Tax Collector (Invoice #: Multiple)</td></tr><tr><td>04/05/2023</td><td>\$148,582.11</td><td>ACH Direct Debit from Multiple Shareholders to US Bank Checking</td></tr><tr><td>04/05/2023</td><td>\$72,958.88</td><td>US Bank Checking to GRF-US Bank Checking</td></tr><tr><td>04/06/2023</td><td>\$55,740.08</td><td>US Bank Checking to US Bank Impound (Property Taxes)</td></tr></table>		Transfer/ Invoice Date	Amount	Originating/Destination Accounts or Payee	03/20/2023	\$33,828.17	US Bank Checking to US Bank Non-Restr. Money Mkt.	03/24/2023	\$316,450.13	Orange County Tax Collector (Invoice #: Multiple)	04/05/2023	\$148,582.11	ACH Direct Debit from Multiple Shareholders to US Bank Checking	04/05/2023	\$72,958.88	US Bank Checking to GRF-US Bank Checking	04/06/2023	\$55,740.08	US Bank Checking to US Bank Impound (Property Taxes)
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5. <u>Chief Financial Officer's Report – 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 March 2023.	Mutual Board Finance
6. <u>New Business – a</u> RESOLVED to reschedule the Monthly Board Meeting on May 24, 2023, to May 31, 2023 due to Annual Election Meetings.	Mutual Board Assistant Portfolio Specialist
7. <u>New Business – c</u> RESOLVED to approve the purchase of refreshments for the Annual Election Meeting at a cost not to exceed \$200.00. Funds come from Miscellaneous.	Mutual Board Mutual Administration Physical Property
<u>Follow-up for Next Month's Agenda</u> 1. Consent Calendar 2. Mutual Monthly Finances 3. CliftonLarson Financial Statement approval	Mutual Board Mutual Administration Assistant Portfolio Specialist