



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING MUTUAL TEN

## SUMMARY REPORT January 24, 2024

Action/Request	Person Responsible
<p><b>1. <u>Approval of the Minutes – a</u></b> The Regular Board Meeting Minutes of December 19, 2023, were approved as distributed.</p>	Mutual Board Portfolio Specialist
<p><b>2. <u>Approval of the Minutes – b</u></b> The Special Board Meeting Minutes of January 9, 2024, were approved as distributed.</p>	Mutual Board Portfolio Specialist
<p><b>3. <u>Building Inspector’s Report – a</u></b> RESOLVED to ratify the emergency action item taken on 1/18/24 to approve the permit for unit 238F due to health requirements brought forth to the board and signed by Mutual President and Mutual Vice President.</p>	Mutual Board Building Inspector Physical Property
<p><b>4. <u>Building Inspector’s Report – b</u></b> RESOLVED to ratify resolution dated 1/9/24, “RESOLVED to authorize the Building Inspector to get a proposal estimate from A-1 Total Service Construction for sewer repair near building 10-239.”</p>	Mutual Board Building Inspector Physical Property
<p><b>5. <u>Building Inspector’s Report – c</u></b> RESOLVED to approve A-1 Total Service Construction, Inc.’s proposal to repair sewer pipe damage near building 239 in the amount of \$ 8,800.00, with a 10% contingency of \$880.00 for a total cost not to exceed \$9,680.00. Funds to come from Infrastructure Reserves and authorize the president to sign the necessary document.</p>	Mutual Board Building Inspector Physical Property Finance
<p><b>6. <u>Building Inspector’s Report – d</u></b> RESOLVED to rescind resolution dated 1/9/24, “RESOLVED to authorize the Building Inspector to get proposal estimates from M.J. Jurado and J &amp; J Landscaping for concrete repair at 239-I to L.</p>	Mutual Board Building Inspector Physical Property



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<p><b>7. <u>Building Inspector’s Report – e</u></b> RESOLVED to authorize the Building Inspector to get proposal estimates for concrete repair.</p>	Mutual Board Building Inspector Physical Property									
<p><b>8. <u>Building Inspector’s Report – f</u></b> RESOLVED to approve Alpine Heating &amp; Air proposal to install condensing unit, engineered for top operating performance to the highest standards of reliability and quality AC Pro. Copper evaporator coil, an air conditioning rated forced air furnace, automatic temperature control, programmable thermostat, reinforced one piece mounting base as required, complete system refrigerant charge, and check test start air conditioning system for Unit# 240E. Work to be done at shareholder’s expense.</p>	Mutual Board Building Inspector Physical Property									
<p><b>9. <u>Consent Calendar – a</u></b> RESOLVED to move that the Board authorizes the following transfers of funds, per detailed and dated resolutions, by consent calendar.</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr style="background-color: #D9D9D9;"> <th style="width: 15%;">Transfer/ Invoice Date</th> <th style="width: 15%;">Amount</th> <th style="width: 70%;">Originating/Destination Accounts or Payee</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">12/11/23</td> <td style="text-align: center;">\$ 36,200.00</td> <td>JC Kress Construction/ Inv# 1002023</td> </tr> <tr> <td style="text-align: center;">1/9/24</td> <td style="text-align: center;">\$ 55,863.35</td> <td>US Bank Checking/ US Bank Impound (Property Taxes)</td> </tr> </tbody> </table>	Transfer/ Invoice Date	Amount	Originating/Destination Accounts or Payee	12/11/23	\$ 36,200.00	JC Kress Construction/ Inv# 1002023	1/9/24	\$ 55,863.35	US Bank Checking/ US Bank Impound (Property Taxes)	Mutual Board Finance
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1/9/24	\$ 55,863.35	US Bank Checking/ US Bank Impound (Property Taxes)								
<p><b>10. <u>Chief Financial Officer – a</u></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 months of November and December 2023.</p>	Mutual Board Finance									




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<b>11. <u>New Business – a</u></b> RESOLVED to approve Mutual Ten’s Town Hall plans.	Mutual Board
<b><u>Follow-up for Next Month’s Agenda</u></b> <ol style="list-style-type: none"> <li>1. Approval of Monthly Finance – January</li> <li>2. Consent Calendar</li> </ol>	Mutual Board Portfolio Specialist