



MUTUAL SIXTEEN

SUMMARY REPORT Tuesday, January 7, 2020

Action/Request	Person Responsible
1. Approval of Minutes – a RESOLVED to approve the Regular Monthly Meeting Minutes of December 3, 2019, as printed.	Recording Secretary
2. New Business – a 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 November 2019.	Finance
3. New Business – c RESOLVED to authorize Mutual Administration Director Hopkins' to send Policy 7210 – Annual Election Procedures to the Mutual's attorney to be in compliance with Senate Bill 323.	Mutual Board Mutual Administration Director
4. New Business – d RESOLVED to authorize President Watkins of the Mutual's Board of Directors to execute contracts with MJ Jurado Inc. for the removal of asphalt and replacement with concrete in driveways surrounding Carport 9 for an amount not to exceed \$187,944.00.	Finance Mutual Board Recording Secretary Physical Property Building Inspector
5. Follow-up Agenda Items for Next Meeting <ol style="list-style-type: none"> a. Approval of Mutual Monthly Finances b. Discussion of Roofing Contract c. Reserve Study for 2020 d. Discussion of Paving Contract 	Mutual Board Recording Secretary