



**REGULAR MONTHLY BOARD OF DIRECTORS MEETING
MUTUAL SIXTEEN**

**SUMMARY REPORT
Tuesday, October 6, 2020**

Action/Request	Person Responsible
<p>1. Guest Speaker – a RESOLVED to approve the 2021 Operating Budget for Mutual Sixteen of \$185,332.00, resulting in a regular monthly Mutual assessment of \$257.40 per apartment per month, for an increase of \$7.88 per month over the total Mutual operating costs of 2020, as presented, and to adopt this budget forthwith.</p>	<p>Mutual Board Finance</p>
<p>2. Approval of Minutes – a RESOLVED, to approve the regular meeting minutes of September 1, 2020, as presented.</p>	<p>Recording Secretary Mutual Administration</p>
<p>3. Unfinished Business – a RESOLVED to ratify rescinded Policy 7210 – <u>Annual Elections</u> and ratify adopted Policy 7210.16 – <u>Annual Elections</u>; the 28-day posting period has been completed.</p>	<p>Mutual Board Mutual Administration Recording Secretary</p>
<p>4. 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 September 2020.</p>	<p>Mutual Board Mutual Administration Finance</p>
<p>5. New Business - b RESOLVED to approve the retainer for delinquent assessment collection with Roseman Law, APC, effective immediately, at a cost not to exceed \$12,000.00, with \$8,000.00 to be used in 2020 and the remaining \$4,000.00 in 2021. Funds to come from Operational Legal Budget – and authorize the Mutual President to sign the retainer agreement.</p>	<p>Mutual Board Mutual Administration Finance</p>



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<p>6. <u>New Business – c</u> RESOLVED to approve that Golden Rain Foundation negotiate the Bulk Cable Resolution and authorize the President to sign the resolution.</p>	<p>Mutual Board Mutual Administration</p>
<p>7. <u>New Business – d</u> RESOLVED to approve Mr. C’s Towing Agreement for the towing of vehicles when there is a violation of Mutual Policy, effective 2020-2021, and authorize the President to sign the agreement.</p>	<p>Mutual Board Security</p>
<p>8. <u>New Business – e</u> RESOLVED to approve to accept the CliftonLarsonAllen LLP Engagement Letter for the 2020 Audit and authorize the President to sign the letter.</p>	<p>Mutual Board Mutual Administration Finance</p>
<p>9. <u>New Business – f</u> RESOLVED to approve the tree trimming proposal from Anguiano Landscape Co., located at turf area of Mutual Sixteen, at a cost not to exceed \$640.00. Funds to come from 2020 Operations Budget and authorize the President to sign the proposal.</p>	<p>Mutual Board Mutual Administration Finance</p>
<p>10. <u>Follow-up Agenda Items for Next Meeting</u> a. Approval of Mutual Monthly Finance</p>	<p>Mutual Board Recording Secretary</p>