



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

**SUMMARY REPORT  
Tuesday, November 3, 2020**

Action/Request	Person Responsible
<p><b>1. Approval of Minutes –Item - a</b> RESOLVED, to approve the regular meeting minutes of October 6, 2020, as presented.</p>	Recording Secretary Mutual Administration
<p><b>2. New Business – Item - 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 October 2020.</p>	Mutual Board Mutual Administration Finance
<p><b>3. Emergency Agenda Item – a</b> RESOLVED to amend the today’s agenda by adding “Discuss and vote to rescind Policy 7560 - <u>Apartment Rental</u> and adopt Policy 7560.16 - <u>Apartment Subletting Rentals</u>”.</p>	Mutual Board Mutual Administration Recording Secretary Stock Transfer
<p><b>4. Emergency Agenda Item – b</b> RESOLVED to rescind Policy 7560 - <u>Apartment Rental</u> and adopt Policy 7560.15 - <u>Apartment Subletting Rentals</u> on a preliminary basis until the 28-day posting period has been completed. The policies will be ratified at the next scheduled meeting and take effect if the Board receives no comments.</p>	Mutual Board Mutual Administration Recording Secretary Stock Transfer
<p><b>5. New Business –Item –f</b> RESOLVED to eliminate the second and third paragraph.</p>	Mutual Board Mutual Administration Recording Secretary Stock Transfer
<p><b>6. Follow-up Agenda Items for Next Meeting</b></p> <ul style="list-style-type: none"> <li>a. Approval of Mutual Monthly Finance</li> <li>b. Discuss and vote amend Policy 7425.16 - <u>Garden Area and Tree Shrubs</u></li> <li>c. Ratify to rescind Policy 7560 - <u>Apartment Rental</u> and ratify adopt Policy 7560.15-<u>Apartment Subletting Rentals</u>– December Agenda</li> </ul>	Mutual Board Recording Secretary