



REGULAR MONTHLY BOARD OF DIRECTORS MEETING MUTUAL SIXTEEN

SUMMARY REPORT Tuesday, December 1, 2020

Action/Request	Person Responsible
<p>1. Approval of Minutes –Item - a RESOLVED, the regular meeting minutes of November 03, 2020 were approved as drafted by consensus of the board.</p>	Recording Secretary Mutual Administration
<p>2. Unfinished Business – b RESOLVED to ratify rescinded Policy 7560 – <u>Apartment Rental</u> and ratify adopted Policy 7560.16 <u>Apartment Subletting Rental</u>; the 28-day posting requirement has been met.</p>	Mutual Board Recording Secretary Stock Transfer Mutual Administration Portfolio Specialist
<p>3. New Business – Item - 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 October 2020.</p>	Mutual Board Mutual Administration Finance
<p>4. <u>Follow-up Agenda Items for Next Meeting</u> a. Approval of Mutual Monthly Finance b. Discuss and vote to adopt 7425.16 Garden Area Shrubs - J</p>	Mutual Board Recording Secretary