



REGULAR MONTHLY BOARD OF DIRECTORS MEETING MUTUAL SIXTEEN

SUMMARY REPORT Tuesday, January 5, 2021

Action/Request	Person Responsible
<p>1. Approval of Minutes - a RESOLVED, to approve the regular meeting minutes of December 1, 2020.</p>	Recording Secretary Mutual Administration
<p>2. Unfinished Business – b RESOLVED to rescind Policy 7425 <u>Garden Area and Tree Shrubs</u> and adopt Policy 16-7425-1 <u>Garden Area and Tree Shrubs</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 Recording Secretary Mutual Administration Portfolio Specialist Physical Properties Building Inspector
<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 November 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 ratify Policy 16-7425-1 <u>Garden Area and Tree Shrubs</u></p>	Mutual Board Recording Secretary