




---

## REGULAR MONTHLY BOARD OF DIRECTORS MEETING MUTUAL SIXTEEN

---

### SUMMARY REPORT Tuesday, February 02, 2021

Action/Request	Person Responsible
<b>1. Approval of Minutes - a</b> RESOLVED, to approve the regular meeting minutes of January 22, 2021, as written.	Recording Secretary Mutual Administration
<b>2. Unfinished Business – b</b> RESOLVED to ratify rescinded Policy 7425 <u>Garden Area and Tree Shrubs</u> and adopted Policy 16-7425-1 <u>Garden Area and Tree Shrubs</u> the 28-day posting period has been completed.	Mutual Board Recording Secretary Mutual Administration Portfolio Specialist Physical Properties Building Inspector
<b>3. New Business - 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 December 2020.	Mutual Board Mutual Administration Finance
<b>4. <u>Follow-up Agenda Items for Next Meeting</u></b> a. Approval of Mutual Monthly Finance b. Mutual 16 -shareholder code of conduct c. Amend 7560.16 Apartment Subletting Rental d. Policy 7561.16 e. Mutual Monthly Expenditure Recap f. Updates on Newsletter	Mutual Board Recording Secretary