



REGULAR MONTHLY BOARD OF DIRECTORS MEETING MUTUAL SIXTEEN

SUMMARY REPORT Tuesday, April 6, 2021

Action/Request	Person Responsible
<p>1. <u>Guest Speaker – a</u> RESOLVED to accept that the Board of Directors of Seal Beach Mutual Sixteen, upon a presentation of the Financial Statements as of December 31, 2020, for the year then ended, and the proposed Accountant’s Report as submitted by CliftonLarsonAllen (CLA), hereby accepts the above-mentioned Financial Statements and reports therein, and authorize the President to sign the Management Representation Letter.</p>	Mutual Board Finance
<p>2. <u>Approval of Minutes – a</u> The regular meeting minutes of March 2, 2021 were approved by general consent of the board as written</p>	Mutual Board Recording Secretary Portfolio Specialist
<p>3. <u>Unfinished Business – a</u> RESOLVED to ratify the rescission of Policy 7560.16 – <u>Apartment Subletting Rentals</u> and adoption of Policy 16-7560-1 <u>Apartment Subletting Rentals</u>; the 28-day posting requirement has been met.</p>	Mutual Board Mutual Administration Recording Secretary Portfolio Specialist Stock Transfer
<p>4. <u>Unfinished Business – b</u> RESOLVED to ratify the adoption of 16-7561-4 – <u>Apartment Subletting Rental Form</u>; the 28-day posting requirement has been met.</p>	Mutual Board Mutual Administration Recording Secretary Portfolio Specialist Stock Transfer
<p>5. <u>New Business – a</u> 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 February 2021.</p>	Mutual Board Finance
<p>6. <u>New Business – c</u> RESOLVED to adopt 16-7512-1 <u>Mutual 16 Resident Code of Conduct</u> on a preliminary basis until the 28-day posting requirement has been</p>	Mutual Board Mutual Administration Portfolio Specialist Recording Secretary



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completed. The policy will be ratified at the next scheduled monthly meeting and take effect if the Board receives no comments.	
7. <u>Follow-up Agenda Items for Next Meeting</u> a. Approval of Mutual Monthly Finance b. Mutual Monthly Expenditure Recap c. Update of Newsletter d. Discuss Penalty Fines e. Ratify adopted 16-7512-1 <u>Mutual 16 Resident Code of Conduct</u>	Mutual Board Recording Secretary