



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL SIXTEEN

SUMMARY REPORT

Tuesday, January 10, 2023

Action/Request	Person Responsible
<p>1. <u>Approval of Minutes – a</u> The Regular Monthly Meeting Minutes of December 22, 2022, were approved by general consent of the board, as presented.</p>	Mutual Board Assistant Portfolio Specialist
<p>2. <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 November 2022.</p>	Mutual Board Finance
<p>3. <u>New Business – b</u> RESOLVED to approve the formation of an Emergency Evaluators Team for Mutual Sixteen.</p>	Mutual Board
<p>4. <u>New Business – c</u> RESOLVED to approve that the Mutual Sixteen Board of Directors authorize the recurring expenses listed on the Transfer Resolution Form dated January 10, 2023, to be in compliance with Civil Code Section 5502.</p>	Mutual Board Mutual Administration
<p>5. <u>New Business – d</u> RESOLVED to authorize Mutual Administration to mail out an Opt-Out Notice to Mutual 16 shareholders, allowing the shareholder to remove their name, property address, mailing address, and/or email address from the membership list, per Civil Code §5220 Membership List Opt-Out.</p>	Mutual Board Mutual Administration
<p><u>Follow-up Agenda Items for Next Meeting</u> a. Approval of Mutual Monthly Finances. b. Assemble an Emergency Evaluators Team</p>	Assistant Portfolio Specialist