



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING MUTUAL FOUR

## SUMMARY REPORT Wednesday, July 12, 2023

Action/Request	Person Responsible
<p><b>1. <u>Approval of Minutes – a</u></b> RESOLVED to approve the Regular Meeting Minutes of May 10, 2023, as presented.</p>	Mutual Board Portfolio Specialist Assistant
<p><b>2. <u>Guest Speaker – a</u></b> RESOLVED I move to accept that the Board of Directors of Seal Beach Mutual Four, upon a presentation of the Financial Statements as of December 31, 2022, 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>	
<p><b>3. <u>Building Inspector Report – b</u></b> RESOLVED to approve the patio proposal at Unit 44-F. Work to be done by MP Construction at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>4. <u>Building Inspector Report – c</u></b> RESOLVED to approve the Porch Wall change order at unit 52-E, work to be done by LW Décor at the shareholders expense.</p>	Mutual Board Physical Properties Building Inspector
<p><b>5. <u>Building Inspector Report – d</u></b> RESOLVED to approve the “Fenn Termite &amp; Pest Control” contract to service and maintain Mutual No. Four Bait Station for a two-year period from 2023-2026, at a total cost not to exceed \$3,528 for year one (\$294 monthly), \$4,032 for Year Two (\$336 Monthly), and \$4,032 for Year Three (\$336 Monthly). Funds to come from Operating Budget line item “Pest Control” and authorize the president to sign the contract.</p>	Mutual Board Physical Properties Building Inspector
<p><b>6. <u>Unfinished Business – a</u></b> RESOLVED to ratify proposed rule change by amending 04-7501-1 – <u>Golf Cart Pad.</u> of the Rules and Regulations; the 28-day posting requirement has been met.</p>	Mutual Board Assistant Portfolio Specialist
<p><b>7. <u>New Business – a</u></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</p>	Mutual Board Finance



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ledger and delinquent assessment receivable reports for the month of April and May, and 2023.	
<b>8. <u>New Business – b</u></b> RESOLVED to appoint Houston Smith as Landscape Advisory Director for 2023-2024.	Mutual Board Portfolio Specialist Assistant Portfolio Specialist
<b>9. <u>New Business – f</u></b> RESOLVED to Not approve GRF Mutual Administration Website Access Agreement for Mutual 4.	Mutual Board Portfolio Specialist
<b>Follow-Up Agenda Items for Next Monthly Meeting</b> <ol style="list-style-type: none"> <li>a. <b>Approval of Monthly Finances for June and July.</b></li> <li>b. <b>Amend water regulation policy</b></li> <li>c. <b>Visitor vacate flyers</b></li> <li>d. <b>New buyer Orientation packet</b></li> <li>e. <b>Cinc Portal Invoice</b></li> <li>f. <b>Discuss and vote on removing line- plants on patio wall</b></li> <li>g. <b>Discuss and vote on how many pots and plants are allowed</b></li> <li>h. <b>Discuss and vote Cart Pad proposal for Unit 84J</b></li> <li>i. <b>Discuss and vote Mutual permits board approval</b></li> </ol>	Mutual Board Portfolio Specialist Assistant