



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING

## MUTUAL FOUR

### SUMMARY REPORT

**Wednesday, November 8, 2023**

Action/Request	Person Responsible
<p><b>1. <u>Approval of Minutes – a</u></b> RESOLVED to approve the Regular Meeting Minutes of October 11, 2023, as presented.</p>	Mutual Board Portfolio Specialist
<p><b>2. <u>Building Inspector Report – a</u></b> RESOLVED to approve the proposal for Anguiano Lawn Care to work on the patio expansion for Unit 81-B. Work to be done at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>3. <u>Building Inspector’s Report – b</u></b> RESOLVED to approve the proposal for MP Construction to work on unit remodel for Unit 51-I. Work to be done at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>4. <u>Building Inspector’s Report – c</u></b> RESOLVED to approve the proposal for MP Construction to work on unit remodel for Unit 84-I. Work to be done at the shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p><b>5. <u>Unfinished Business – a</u></b> RESOLVED to ratify proposed rule change amending 04-7496-1 <u>Electrical Vehicle Charging Station</u> of the Rules and Regulations; the 28-day posting requirement has been met.</p>	Mutual Board Mutual Administration
<p><b>6. <u>Unfinished Business – b</u></b> RESOLVED to ratify proposed rule change amending 04-7590-1 <u>FEEDING WILDLIFE</u> of the Rules and Regulations; the 28-day posting requirement has been met.</p>	Mutual Board Mutual Administration
<p><b>7. <u>Unfinished Business – c</u></b> RESOLVED to approve the proposed Mutual Four Spring Party for Wednesday, April 17<sup>th</sup>, 2024, at a cost not to exceed \$1,000. Funds to come from Miscellaneous and ask the President to sign any necessary documentations.</p>	Mutual Board Mutual Administration Finance
<p><b>8. <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</p>	Mutual Board Finance



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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 September 2023.	
<b>9. <u>New Business – b</u></b> RESOLVED to close the money market account with First Foundation and transfer all funds to a Money Market Account at US Bank.	Mutual Board Finance
<b>Follow-Up Agenda Items for Next Monthly Meeting</b> <ol style="list-style-type: none"> <li>a. <b>Approval of Monthly Finances for October.</b></li> <li>b. <b>Discuss and vote to approve increase to \$4,000 for Escrow Escape Tax Deposit.</b></li> <li>c. <b>Announcement New Landscaping Contract</b></li> <li>d. <b>Discuss and vote film crew in Mutual Four, Unit# 40G to film. Approx. start date Jan-Feb 2024</b></li> <li>e. <b>Discuss and vote Mutual Four Spring Party theme food, clubhouse, etc.</b></li> <li>f. <b>Amend 04-7502-1 and 04-7584-4</b></li> </ol>	Portfolio Specialist