



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL FOUR

SUMMARY REPORT

Wednesday, December 13, 2023

Action/Request	Person Responsible
<p>1. <u>Approval of Minutes – a</u> RESOLVED to approve the Regular Meeting Minutes of November 8, 2023, as presented.</p>	Mutual Board Portfolio Specialist
<p>2. <u>Building Inspector’s Report – a</u> RESOLVED to approve proposal from Four Star Landscape to remove existing grass and install pavers for cart pad for unit# 89E, contingent upon that cart pad installation be moved to opposite side and sprinkler adjustment be done by J&J Landscaping. Work to be done at shareholder’s expense.</p>	Mutual Board Physical Property Building Inspector
<p>3. <u>Unfinished Business – c</u> RESOLVED to ratify resolution dated 11/8/23, “RESOLVED to authorize Mutual 4 President and Chief Financial Officer to contact Mutual Attorney when necessary for legal matters on behalf of the Mutual Four Board.”</p>	Mutual Board Mutual Administration
<p>4. <u>Unfinished Business – d</u> RESOLVED to approve to amend the By-laws regarding Davis Stirling law regarding common area of Mutual Four and for them to be placed on the 2024 ballot and to be prepared by the mutual attorney.</p>	Mutual Board Mutual Administration Stock Transfer
<p>5. <u>Unfinished Business – e</u> RESOLVED to propose a rule change by amending Rule 04-7210-1 – <u>Annual Elections</u> and approve 28-day posting of notice of the proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.</p>	Mutual Board Mutual Administration
<p>6. <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 October 2023.</p>	Mutual Board Finance



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<p>7. <u>New Business – b</u> RESOLVED to propose a rule change by amending procedure 04-7709.1-3 <u>Escape Tax Deposit</u> and renumbering to 04-7709.1-1 and approve 28-day posting of notice of the proposed rule change. The proposed rule change will be considered by the board at the next scheduled meeting following review of any shareholder comments received.</p>	Mutual Board Finance Mutual Administration
<p>8. <u>New Business – e</u> RESOLVED to respectfully accept the resignation of Dan Conley as President and Director from Mutual Four effective at the end of Executive Session 12/13/23 at approximately 12:00 p.m.</p>	Mutual Administration Finance Stock Transfer
<p>9. <u>New Business – f</u> RESOLVED to nominate and appoint Jan Kuhl to be President and Secretary of Mutual Four effective at the end of Executive Session 12/13/23 at approximately 12:00 p.m.</p>	Mutual Administration Finance Stock Transfer
<p>Follow-Up Agenda Items for Next Monthly Meeting</p> <ul style="list-style-type: none"> a. Approval of Monthly Finances for November/December? b. Ratify amended Rule 04-7210-1 – Annual Elections c. Ratify amended Rule 04-7709.1-1 – Escape Tax Deposit d. Amend Form 04-7584-4 – Street Parking Permit 	Portfolio Specialist