



# REGULAR MONTHLY BOARD OF DIRECTORS MEETING

## MUTUAL ONE

### SUMMARY REPORT

Thursday, September 23, 2021

Action/Request	Person Responsible
<b>1. <u>Approval of Minutes – a</u></b> RESOLVED to approve the Regular Meeting Minutes of August 26, 2021.	Mutual Board Recording Secretary
<b>2. <u>Building Inspector’s Report</u></b> RESOLVED to approve garden extension at 16-E.	Mutual Board Building Inspector Physical Property
<b>3. <u>Unfinished Business – a</u></b> RESOLVED to ratify Article 2, Section 5 – <u>Porches, Patio, Garden Expansions, Pergolas, and Retractable Awnings</u> in the Mutual 1 Rules and Regulations; the 28-day posting requirement has been met.	Mutual Board Recording Secretary Stock Transfer Physical Property Building Inspector
<b>4. <u>Unfinished Business – b</u></b> RESOLVED to ratify Article 5 – <u>Landscape/Garden</u> Rules and Regulations in the Mutual 1 Rules and Regulations; the 28-day posting requirement has been met.	Mutual Board Recording Secretary Stock Transfer Physical Property Building Inspector
<b>5. <u>New Business – a</u></b> RESOLVED 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, and 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 August 2021.	Mutual Board Finance
<b>6. <u>New Business – b</u></b> RESOLVED move to appoint JoAnn St. Aubin as Advisory Director for Mutual 01.	Mutual Board Mutual Administration Stock Transfer
<b>7. <u>New Business – d</u></b> RESOLVED to approve the tree stump removal proposal from J & J Landscaping, Inc., at a cost not to exceed \$6,400.00. Funds to come from	Mutual Board Finance Physical Property Building Inspector



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Infrastructure Reserves - Trees and authorize the President to sign the contract.	
<b>8. <u>New Business – e</u></b> RESOLVED to approve the Norfolk Island Pine tree removal proposal from J & J Landscaping, at a cost not to exceed \$1,600.00. Funds to come from Infrastructure Reserves - Trees and authorize the President to sign the contract.	Mutual Board Finance Physical Property Building Inspector
<b>9. <u>New Business – g</u></b> RESOLVED to approve the proposal to remove two White Alder tree from J&J Landscaping, at a cost not to exceed \$2,300.00. Located at Unit 34F and 35J. Funds to come from Infrastructure Reserves – Trees and authorize the President to sign the contract.	Mutual Board Finance Physical Property Building Inspector
<b><u>Follow-up for Next Month:</u></b> 1. Mutual Monthly Finances 2. Discuss and vote Mutual 01’s 2022 Operating Budget 3. Discuss and vote CliftonLarsonAllen, LLP Engagement Letter 4. Discuss and vote to approve deadbolt installation for 18 laundry room, closets 5. Discuss and vote to approve American Elm Tree removal 6. Discuss and vote to approve proposal from All American Sign Company	Recording Secretary Mutual Board