



REGULAR MONTHLY BOARD OF DIRECTORS MEETING

MUTUAL ONE

SUMMARY REPORT

Thursday, November 30, 2023

Action/Request	Person Responsible
<p>1. <u>Approval of Minutes – a</u> The Regular Meeting Minutes of October 26, 2023, were approved by general consent of the board as presented.</p>	Mutual Board Portfolio Specialist
<p>2. <u>Approval of Minutes – b</u> The Special Meeting Minutes of November 8, 2023, were approved by general consent of the board as presented.</p>	Mutual Board Portfolio Specialist
<p>3. <u>Building Inspector – a</u> RESOLVED to ratify emergency on-site phone poll conducted on 10/27/23, “RESOLVED to approve proposal from J&J landscape to repair sidewalk by building 52 and 49, remove and replace the lawn at a cost not to exceed \$6,100.00 and authorize the President to sign any necessary documentation.”</p>	Mutual Board Building Inspector Physical Property
<p>4. <u>Unfinished Business – a</u> RESOLVED to approve the Mutual One Ethics Policy and authorize the Mutual One Directors to sign for the 2023-2024 term.</p>	Mutual Board Mutual Administration
<p>5. <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 months of October and November 2023.</p>	Mutual Board Finance
<p>6. <u>New Business – b</u> RESOLVED to cancel the December monthly meeting for Mutual One.</p>	Mutual Board Mutual Administration
<p><u>Follow-Ups for Next Regular Board Meeting</u> 1. Monthly Finances</p>	Portfolio Specialist