REGULAR MONTHLY BOARD OF DIRECTORS MEETING
MUTUAL TWELVE

SUMMARY REPORT
Thursday, September 09, 2021

Action/Request	Person Responsible
1. Guest Speaker –a RESOLVED to approve the 2022 Operating Budget for Mutual 12 of $1,426,534, resulting in a regular monthly Mutual assessment of $263.00 per apartment per month, for an increase of $11.89 per month over the total Mutual operating costs of 2021, as presented, and to adopt this budget forthwith.	Mutual Board Mutual Administration Finance
2. Approval of Minutes – a RESOLVED to approve the Regular Meeting Minutes of August 12, 2021, as written.	Mutual Board Recording Secretary
3. Approval of Minutes – b RESOLVED to approve the Special Meeting Minutes of August 18, 2021, as written.	Mutual Board Recording Secretary
4. Building Inspector's Report – a RESOLVED to authorize GRF Building Inspector to go out for bids for annual gutter and downspouts cleaning to be completed before Thanksgiving 2021.	Mutual Board Physical Property Building Inspector
5. Building Inspector's Report –b RESOLVED to have Physical Property prepare the bid packages to be sent out for bids for tree trimming.	Mutual Board Physical Property Building Inspector
6. Unfinished Business – a RESOLVED to ratify rescinded Policy 7580 – Traffic Control Regulation, the 28-day posting requirement has been completed.	Mutual Board Mutual Administration Recording Secretary
7. Unfinished Business – b RESOLVED to ratify rescinded Policy 7502.12-1 – Parking Rules and Fines (Companion to GRF Policy 1927-37 Parking Rules for Trust Property, the 28-day posting requirement has been completed.	Mutual Board Mutual Administration Recording Secretary

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8. Unfinished Business – c RESOLVED to ratify amended Policy 7502.12 – Carport Regulations and Common Area Traffic Policy, the 28-day posting requirement has been completed.	Mutual Board Mutual Administration Recording Secretary Physical Property Stock Transfer Security
9. Unfinished Business – d RESOLVED to ratify rescinded Policy 7709.1 – Escape Tax Deposit, the 28-day posting requirement has been completed.	Mutual Board Mutual Administration Stock Transfer Finance
10. New Business – a RESOLVED to approve the July 2021 financial statements as reviewed per California Civil Code Section 5500 (a)-(f) for audit as presented.	Mutual Board Finance
11. New Business – b RESOLVED to amend Policy 7585.12 – Governing Document Compliance Corrective Measures and Fines on a preliminary basis until the 28-day posting period is completed.	Mutual Board Mutual Administration Recording Secretary Stock Transfer Security
12. New Business – c RESOLVED to approve the 2021 Request for Member Contact Information letter per Civil Code Section 4041 and request that Mutual Administration proceed forthwith to mail all Mutual Twelve shareholders.	Mutual Board Stock Transfer
Follow-up agenda items for next regular meeting **1. Approval of Monthly Finances** **2. Discuss and vote to ratify amended Policy 7585.12 – Governing Document Compliance Corrective Measures and Fines**	Mutual Board Recording Secretary Portfolio Specialist