

**MINUTES OF THE REGULAR MONTHLY MEETING
OF THE BOARD OF DIRECTORS
SEAL BEACH MUTUAL TWELVE
APRIL 13, 2023**

The Regular Meeting of the Board of Directors of Seal Beach Mutual Twelve was called to order by President Carson at 9:01 a.m. on Thursday, April 13, 2023, Administration Building, Conference Room A and via Zoom Video/Conference Call Meeting.

SHAREHOLDERS' COMMENTS

Three shareholders made comments.

ROLL CALL

Present: President Carson, Vice President Sprague, Secretary Milek, Chief Financial Officer Ferraro, Secretary Milek, Directors Kaplan, Addis and, Hoover

GRF Representative: Mrs. Damoci, GRF Representative (via zoom)

Guest: Three Mutual 12 Shareholder (in-Person)
Four Mutual 12 Shareholders (via zoom)

Staff: Mr. Antidel, Building Inspector
Ms. Hopkins, Director of Mutual Administration (Via Zoom)
Ms. Barua, Senior Portfolio Specialist
Mr. Jackson, Portfolio Specialist

GRF REPRESENTATIVE

GRF Representative Damoci provided an update.

Following questions, Ms. Damoci left at adjournment at 10:19 a.m.

MINUTES

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Vice President Sprague it was

RESOLVED to approve the Regular Meeting Minutes of March 9, 2023, as read.

The MOTION passed unanimously.

BUILDING INSPECTOR'S REPORT

April 13, 2023

Building Inspector Antisdell presented his report (attached).

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Chief Financial Officer Ferraro it was

RESOLVED to approve the proposal from A-1 Plumbing Services for clearance of roots of possible lining of lateral sewer lines at Bldg. 57, 60, and 76, at a cost not to exceed \$24,000.00. Funds to come from Infrastructure Reserves and authorize the President to sign any necessary documentation.

The MOTION passed unanimously.

Following questions, Mr. Antisdell left the meeting at 9:45 a.m.

NEW BUSINESS

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Secretary Milek, it was,

RESOLVED to approve the February 2023 financial statements as reviewed per California Civil Code Section 5500 (a)-(f) for audit as presented.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Chief Financial Officer Ferraro, it was,

RESOLVED to reinvest one certificate of deposit held at US Bancorp in the amount of \$200,000 maturing on 5/4/2023 for a term not to exceed one year at the prevailing interest rate.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Chief Financial Officer Ferraro, it was,

RESOLVED to ratify resolution date 3/9/23 "RESOLVED that Mutual 12 Board does not accept the current contract submitted from STI also known as Super Wire on February 23, 2023."

The MOTION passed unanimously.

RESOLVED Per the Mutual's Bylaws, Article IV, Section 7, I John Hlavac Shareholder of Mutual Twelve Unit 18C, intend to vote cumulatively for the Elections of Directors for the 2023-2024 term of office.

April 13, 2023

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Vice President Sprague, it was,

RESOLVED to appoint Accurate Voting Services as Mutual Twelve's Inspectors of Election for the 2023-2024 Election of Directors.

The MOTION passed unanimously.

Following a discussion, and upon a MOTION duly made by President Carson and seconded by Director Addis it was,

RESOLVED to cancel the June monthly board meeting due to the Annual Election meeting.

The MOTION passed unanimously.

SECRETARY / CORRESPONDENCE

Vice President Sprague received one correspondence.

CHIEF FINANCIAL OFFICER'S REPORT

Chief Financial Officer Ferraro presented her report (attached).

PORTFOLIO SPECIALIST REPORT

Senior Portfolio Specialist Barua presented her report (attached).

ANNOUNCEMENTS

NEXT BOARD MEETING: Thursday, May 11, 2023, at 9:00 a.m. Location: Administration Building, Conference Room A and via Zoom Video/Conference Call Meeting.

COMMITTEE REPORTS

Governing Documents Committee

CFO Ferraro Provided an update on governing documents.

Luncheon Committee

CFO Ferraro provided an update on Luncheon meeting.

Landscape Committee

Secretary Milek provided an update

Physical Properties Committee

President Carson provided an update.

Pets & Caregivers

Director Kaplan did not provide an update on pets and caregivers.

DIRECTORS' COMMENTS

Several Directors made a comment.

SHAREHOLDERS' COMMENTS

Several shareholders made a comment.

ADJOURNMENT

There being no further business to conduct, President Carson adjourned the meeting at 10:23 a.m. and announced there would be an Executive Session following the meeting.

EXECUTIVE SESSION SUMMARY

The Board met in Executive Session on April 13, 2023, and took the following actions:

The Board approved the Regular Executive Meeting Minutes of March 9, 2023

1. Legal Matters
 - a. Legal matters were discussed.
2. Contracts
 - a. One contract was discussed.
3. Assessments / Delinquencies
 - a. Several Assessment/Delinquencies discussed.
4. Disciplinary Hearings
 - a. No disciplinary hearing was discussed.

The Executive Session was adjourned at 11:33 a.m.



Attest, Darlene Milek, Secretary
SEAL BEACH MUTUAL TWELVE
AJ/RB: 04/12/23
Attachments

SPECIAL MEETING ANNOUNCEMENTS AND AGENDAS ARE POSTED IN LAUNDRY ROOM 57 (D SIDE). FOR INFORMAL INDIVIDUAL NOTICE OF SPECIAL MEETINGS, CONTACT SECRETARY MILEK AT darlene.milek@mutual12.org OR EMAIL PRESIDENT CARSON AT RICH.CARSON@MUTUALTWELVE.ORG

	A	B	C	D	E	F	G	H	I
1	INSPECTOR MONTHLY MUTUAL REPORT								
3	MUTUAL: (12) TWELVE			INSPECTOR: JERRY ANTISDEL					
4	MUTUAL BOARD MEETING DATE: APRIL 13TH 2023			Print Date: 4/6/2023					
5	PERMIT ACTIVITY								
6	UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	START DATE	COMP. DATE	CHANGE ORDER	FINAL INSPECTION	CONTRACTOR / COMMENTS	
572	9-D	REMODEL	BOTH	09/13/22	09/13/23	NO	NONE	CAL CUSTOM INTERIORS	
636	34-F	HEAT PUMP	BOTH	04/04/23	06/04/23	NO	NONE	ALPINE	
637	40-C	HEAT PUMP	BOTH	04/07/23	06/07/23	NO	NONE	ALPINE	
638	41-A	BEDROOM DOOR	BOTH	04/25/23	06/30/23	NO	NONE	J.C. KRESS	
639	44-E	BATH REMODEL	BOTH	04/03/23	04/14/23	NO	NONE	CAL BATH RENOVATION	
640	LAUNDRY 45	SHADE STRUCTURE	BOTH			NO	NONE	MJ JURADO	
641	47-D	WINDOWS	BOTH	02/06/23	04/28/23	NO	NONE	BERGKVIST	
673	47-K	HEAT PUMP	BOTH	04/04/23	06/04/23	NO	NONE	ALPINE	
676	55-K	HEAT PUMP	BOTH	02/16/23	05/16/23	NO	NONE	GREENWOOD	
697	64-H	.CART PAD	GRF	02/02/23	04/27/23	NO	NONE	FOUR STAR LANDSCAPE	
698	66-C	SHOWER CUT DOWN	BOTH	03/09/23	04/09/23	NO	NONE	NUKOTE	
699	67-F	REMOVE CEILINGS	GRF	01/30/23	04/28/23	YES	NONE	KONRAD KONSTRUCTION	
700	67-F	REMODEL	BOTH	03/13/23	04/28/23	YES	NONE	KONRAD KONSTRUCTION	
702	67-A	SHOWER SEAT	GRF	02/15/23	03/15/23	NO	NONE	NUKOTE	
728	70-E	SHOWER CUT DOWN	BOTH	04/17/23	05/17/23	NO	NONE	NUKOTE	
729	71-G	CARTPAD	GRF	02/17/23	05/30/23	NO	NONE	J&J LANDSCAPING	
730	72-A	FLOORING	GRF	02/20/23	03/30/23	NO	03/24/23 FINAL	KARYS CARPET	
731	72-B	SKYLIGHT	BOTH	02/15/23	03/15/23	NO	03/24/23 FINAL	M&M SKYLIGHTS	
741									
789									
791	GREY AREAS HAVE BEEN SIGNED OFF								
857	ESCROW ACTIVITY								
858		NMI	PLI	NBO	FI	COE DATE	ROF		
984	7-G		03/08/23						
985	10-D		02/17/23						
986	11-G		06/23/22						
997	40-A		02/24/23						
1011	55-K		02/17/23	03/06/23	03/09/23	03/23/23			
1028	62-A		04/04/23						
1032	64-E		09/29/22						
1038	68-B		04/05/23						
1080	GREY AREAS HAVE BEEN SIGNED OFF								
1081	NMI = New Member Inspection PLI = Pre-Listing Inspection NBO = New Buyer Orientation								
1082	FI = Final Inspection FCOEI = Final COE Inspection ROF = Release of Funds								

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4	MUTUAL BOARD MEETING DATE: APRIL 13TH 2023			Print Date: 4/6/2023					
1105	CONTRACTS AND PROJECTS								
1368	A. COST FOR CLEANING OF SEWER LINES AT BLDG.S 57-60-76 AND TO RELINE \$24,000.00 FROM A-1 TOTAL SERVICES								
1369	B.STATUS REPORT ON PAINTING OF STOPS AND PARKING DELINEATORS ON CARPORTS AND DRIVEWAYS (HAND OUT)								
1379	C. ASPHALT REPLACEMENT AT CARPORT 137 BEFORE THE END OF THE MONTH								
1380	D. GAZEBO IS REAL CLOSE TO BEING FINISHED								
1381	LANDSCAPE CONTRACT WITH FOUR STARS GOOD UNTIL 2024								
1382	BAIT STATIONS GOOD UNTIL 07/31/2023								
1383	FENN TERMITE AND PEST CONTROL CONTRACT GOOD UNTIL JUNE 30TH 2023								
1559	CALLS AND VISITE TO UNITS								
1916	72								

CFO REPORT – REGULAR MEETING APRIL 13, 2023

This report covers the current year financial statements through February 28, 2023. Each member of the Board of Directors has received the full report for their review and comment. In addition, the statements were reviewed by the M12 Financial Review Committee in compliance with California Civil Code §5500 (a)-(f). The Committee found no irregularities.

Attached for your personal review is the Financial Statement Recap. At this time there is excess income in the sum of \$17,800. With just 2 months of operations, there is insufficient information to establish trends. Please keep in mind that the budget numbers are estimates for 12 months and some expenses fluctuate based upon billing cycles or demands due to seasonal changes.

Other information:

Cash in the bank	\$320,039	Cash for operations
Appliance Reserve	\$ 37,590	
Painting Reserve	\$ 214,951	
Roofing Reserve	\$1,558,106	
Emergency/Cont.	\$ 281,252	
Infrastructure Reserve	\$ 225,328	
Capital Fund	<u>\$ 32,000</u>	
TOTAL RESERVES	\$2,349,227	
Project Commitments	-0-	
Available RESERVES	\$2,349,227	
Delinquent accounts:	\$ 28,639	(3 Estate accounts owe more than \$1800 to be paid upon sale or transfer.)
EXCESS INCOME	<u>\$17,800</u>	

**REMINDER: IT IS ELECTION SEASON – PLEASE VOTE
WATCH FOR 2 MAILINGS WITH BALLOTS – 2 separate envelopes
GRF ballot will be mailed May 8
MUTUAL 12 ballot will be mailed May 9
VOTE EACH BALLOT AND RETURN THEM AS INSTRUCTED.**

Respectfully submitted,
Susan Ferraro
M12 Chief Financial Officer



1012 Seal Beach Mutual No. Twelve Financial Statement Recap 02/28/2023
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P.O. Box 2069
Seal Beach CA 90740

Feb Actual	Feb Budget		2023 Y-T-D Actual	2023 Y-T-D Budget
141,447	141,449	Carrying Charges	282,894	282,898
68,507	68,506	Reserve Funding	137,014	137,012
209,954	209,955	Total Regular Assessments	419,908	419,910
2,026	353	Financial Income	4,250	706
2,775	2,951	Other Income	3,020	5,902
4,801	3,304	Total Other Income	7,270	6,608
214,755	213,259	Total Mutual Income	427,178	426,518
87,340	87,340	GRF Trust Maintenance Fee	174,680	174,680
14,228	16,814	Utilities	26,817	33,628
3,101	1,749	Professional Fees	3,126	3,498
13,326	23,852	Outside Services	33,563	47,704
17,089	14,997	Taxes & Insurance	34,177	29,994
68,507	68,506	Contributions to Reserves	137,014	137,012
203,591	213,258	Total Expenses Before Off-Budget	409,377	426,516
11,164	1	Excess Inc/(Exp) Before Off-Budget	17,801	2
16,433	0	Depreciation Expense	32,866	0
(5,269)	1	Excess Inc/(Exp) After Off-Budget	(15,066)	2
		Restricted Reserves		
9,188	0	Appliance Reserve Equity	37,590	0
4,050	0	Painting Reserve	214,951	0
23,180	0	Roofing Reserve	1,558,106	0
0	0	Emergency Reserve Equity	281,252	0
31,208	0	Infrastructure Reserve	225,328	0
67,627	0	Total Restricted Reserves	2,317,227	0