

**A G E N D A**  
**REGULAR MONTHLY MEETING OF THE BOARD OF DIRECTORS**  
**SEAL BEACH MUTUAL SIX**  
**October 27, 2017**  
**Administration Building Conference Room A, at 9:30 a.m.**

1. CALL TO ORDER
2. ROLL CALL
3. SHAREHOLDER COMMENTS (3 minutes per shareholder on items not on the agenda)
4. INTRODUCTION OF GRF REPRESENTATIVE, GUEST(S), AND STAFF:
  - Ms. Hopewell, GRF Representative
  - Ms. Hopkins, Mutual Administration Director
  - Mr. Van Horn, Building Inspector
  - Mrs. Aquino, Recording Secretary
5. APPROVAL OF MINUTES: **Regular Monthly Meeting of September 22, 2017**
7. BUILDING INSPECTOR'S REPORT (p. ) Mr. Van Horn
8. GRF REPRESENTATIVE Ms. Hopewell
9. LANDSCAPE REPORT Mr. May
10. CHIEF FINANCIAL OFFICER'S REPORT Mr. Turetskiy
11. UNFINISHED BUSINESS  
None

**(STAFF SECRETARY BREAK (TIME TO BE DETERMINED BY PRESIDENT))**

12. NEW BUSINESS
  - a. Accept the Resignation of Director John Garret (p. )
  - b. Ratify phone poll vote from October 23, 2017 (p. )
  - c. NSBN Engagement Letter (p. )
  - d. Air Quality Monitor – Purple Air (p. )
  - e. Attorney contract for rewrite of Occupancy Agreement, Policies and Bylaws (p. )
  - f. Discussion of what data to gather at the time of Fire, Health and Safety Inspections
  - g. Appoint a committee to gather Landscape Bids
  - h. Appoint a committee to research the Loss Assessment amount required in the HO6 Insurance Policy
  - i. Approve Johns Landscaping Proposal for the trimming of 9 trees (p. )
  - j. Discussion regarding Laundry Rooms and machine leasing options
  - k. Reschedule the Regular Meeting of November 24, 2017, to November 21, 2017 (p. )
13. MUTUAL ADMINISTRATION DIRECTOR Ms. Hopkins
14. ADJOURNMENT
15. EXECUTIVE SESSION (legal & member issues)

**STAFF WILL LEAVE THE MEETING BY 12:10 p.m.**  
**NEXT MEETING: \*NOVEMBER 24, 2017 AT 9:30 a.m.**  
(\*meeting time/date subject to change)

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: **(06) SIX**

INSPECTOR: **Dave Van Horn**

MUTUAL BOARD MEETING DATE: **OCTOBER 27, 2017**

PERMIT ACTIVITY							
UNIT #	DESCRIPTION OF WORK	GRF/CITY PERMIT	PERMIT ISSUE	COMP. DATE	CHANGE ORDER	RECENT INSPECTION	CONTRACTOR / COMMENTS
133 D	UNIT REMODEL	BOTH	06/15/17	09/30/17	YES	ELEC PANEL	L.W. DÉCOF SIGNED 10/11/17
127 G	SOLO TUBE	BOTH	05/25/17	06/25/17	NO	NOT CALLED IN	
54 B	PATIO SKYLIGHT	BOTH			NO	SIGNED OFF	M&M 10/20/2017
130 J	PATIO SKYLIGHT	BOTH			NO	SIGNED OFF	M&M 10/17/2017
59 K	ADA CUT DOWN	BOTH	11/01/17	12/01/17	NO	NA	NUKOTE
130 H	ADA CUT DOWN	BOTH	10/26/17	11/26/17	NO	NA	NUKOTE
129H	FULL REMODEL	BOTH	11/20/17	06/30/18	NO	NA	MAMUSCIA CONS.
140 L	WASHER/ DRYER	BOTH	10/18/17	10/30/17	NO	RED TAG	COLE SERVICES
58 H	REMODEL	BOTH	10/23/17	11/30/17	NO	NA	ROBERTS CON.

ESCROW ACTIVITY							
UNIT #	NMI	PLI	NBO	FI	FCOEI	ROF	DOCUMENTS/COMMENTS
59 H		09/14/17					
129 B		10/13/17					
65 H		10/17/17					
127 I		09/11/17	10/04/17	10/11/17	10/23/17		
133 K		08/02/17	09/22/17	09/22/17	10/06/17		

NMI = New Member Inspection    PLI = Pre-Listing Inspection    NBO = New Buyer Orientation

# INSPECTOR MONTHLY MUTUAL REPORT

MUTUAL: (06) SIX

INSPECTOR: Dave Van Horn

MUTUAL BOARD MEETING DATE: **OCTOBER 27, 2017**

<b>CONTRACTS</b>	
<b>CONTRACTOR</b>	<b>PROJECT</b>
JOHNS LANDSCAPE	4/30/16 - 4/30/18
OC RESERVE STUDY	12/31/17 - 12/31/19

<b>SITE VISITS</b>	
<b>UNIT NUMBER</b>	<b>REASONS</b>
140 L REGARDING WASHER/DRYER PERMIT.	RED TAG FOR ALL WORK DONE
67 H, CHECKED SHOWER. W.O. TO KAREN FOR	NU-KOTE
56 A, REGARDING NOISE, REPLACED THE FIOS BATT.	

# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** ACCEPT RESIGNATION OF DIRECTOR JOHN GARRETT (NEW BUSINESS  
ITEM A)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move to accept, with regret, the resignation of John Garrett from the Mutual Six Board of Directors effective immediately.

# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** RATIFY PHONE POLL VOTE (NEW BUSINESS ITEM B)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move to ratify the phone poll vote taken on October 23, 2017 regarding

\_\_\_\_\_.

# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** NSBN ENGAGEMENT LETTER (NEW BUSINESS ITEM C)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move to accept the NSBN Engagement Letter from the 2017 Audit, and authorize the President to sign the letter.

# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** AIR QUALITY MONITOR – PURPLE AIR (NEW BUSINESS ITEM D)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move that Mutual Six **Approve/Deny** Purple Air to install their equipment to monitor the air quality at no risk to the Mutual or any shareholder .

# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** ATTORNEY CONTRACT REWRITE OF OCCUPANCY AGREEMENT,  
POLICIES AND BYLAWS (NEW BUSINESS ITEM E)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move to accept the accept the contract from Roseman and Associates for the rewriting of the Occupancy Agreement, Mutual Policies and Bylaws, and authorize the President to sign the appropriate documentation.



# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** APPROVE JOHNS LANDSCAPING PROPOSAL FOR TRIMMING OF 9 TREES  
(NEW BUSINESS ITEM I)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move to approve John's Landscaping proposal for the trimming of nine (9) trees, at a cost not to exceed \$\_\_\_\_\_.

# *Mutual Corporation No. Six*

---

## MEMO

---

**TO:** MUTUAL SIX BOARD OF DIRECTORS  
**FROM:** MUTUAL ADMINISTRATION  
**SUBJECT:** RESCHEDULE THE REGULAR MEETING OF NOVEMBER 24, 2017 TO  
NOVEMBER 21, 2017 (NEW BUSINESS ITEM K)  
**DATE:** OCTOBER 27, 2017  
**CC:** MUTUAL FILE

---

I move to cancel the Regular Meeting of November 24, 2017, and reschedule to November 21, 2017, at 9:30 a.m, Mutual Administration Building, Conference Room A.