



PRESIDENTS' COUNCIL

SUMMARY REPORT Thursday, September 03, 2020

Action/Request	Person Responsible
1. Approval of Minutes The regular monthly Council meeting minutes of August 6, 2020 were approved by general consent of the Council, stand as read.	Recording Secretary
2. Facilities Director – Mark Weaver Mr. Weaver provided an update on the failure of the sewage manhole in Mutual 9.	Facilities Director
3. Mutual Administration Director's Report – Jodi Hopkins Ms. Hopkins presented the Mutual Administration statistics for August 2020. Ms. Hopkins gave clarification as to what a Portfolio Specialist is and the overall functions. Under the direction of the Mutual Administration Director, manage the workflow of the department, maintains department timeline; also performs secretarial function to support the sixteen Mutual Boards of Directors, the Mutual Administration Committee, and Mutual Administration Director and assists in the oversight of work department staff. Track and report on key action items and deliverable. Ms. Hopkins mentioned Anna and Ripa will be sending out an email to each President letting them know who their Portfolio Specialist is, their Recording Secretary and who their contact person in the Stock Transfer Office and including the Office Secretary and the Building Inspector. Ms. Hopkins mentioned after the set Agenda Preparation time with the Recording Secretary that you allow extra time to meet with your Portfolio Specialist to go over any matters that need to go to Executive Session. Ms. Hopkins mentioned Stock Transfer Financials will be done by Anna. Ripa will be training as well on Financials, but for now Anna is lead on Financial and Kristal is lead on all Trusts Reviews	Mutual Administration



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Ms. Hopkins mentioned the elections trophy will be given at the next Presidents' Council meeting.	
4. Executive Director – Randy Ankeny, Executive Director Mr. Ankeny will follow-up with the GRF attorney to redact the "bulk rate contract" and get with the GRF board with revision and then to the Presidents' Council within a week. Mr. Ankeny also gave an update on the pool, gym, and staffing.	Executive Director Facilities Director Recording Secretary
5. New Business President Dunagan appointed the following to the Nominating Committee for the 2020-2021 election of officer per Policy 7811 Presidents' Council Bylaws, Linda DeRungs, Mutual Five, Richard Carson Mutual, Twelve and Cathy Gassman, Mutual Seventeen.	Recording Secretary
<u>Presidents' Council Follow-Ups – October</u>	Recording Secretary
a. Trophy presentation b. Elections recap c. Pictures for the annual report 2021-2022	