



## MANAGEMENT SERVICES AND CONTRACT AD HOC COMMITTEE

**SUMMARY REPORT**  
**Tuesday, October 5, 2021**  
**10:00 a.m.**

Action/Request	Person Resp.	Cmte. Referral	F C	B O D	Comments
<p><b>1. UNFINISHED BUSINESS: Running Standard List</b></p> <p>The Committee concurred to update line #4 from the GRF Mutual Administration-Community Manager List</p> <p>The Committee concurred to request more information regarding line #16 from the Mutual Administration Director, and the Chair will bring back the additional information to the next scheduled meeting.</p> <p>The Committee concurred to update line #23 from the GRF Mutual Administration-Community Manager List.</p> <p>The Committee concurred to update line #25 from the GRF Mutual Administration-Community Manager List.</p> <p>The Committee concurred to update line #27 from the GRF Mutual Administration-Community Manager List</p> <p>The Committee concurred to remove line #28 from the GRF Mutual Administration- Community Manager List.</p> <p>The Committee concurred to update line #31 from the GRF Mutual Administration-Community Manager List.</p> <p>The Committee concurred to request more information regarding line #32 from the Mutual Administration Director, and the Chair will bring back the additional information to the next scheduled meeting.</p> <p>The Committee concurred to update the verbiage of line #38 from the GRF Mutual Administration-Community Manager List.</p>	<p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p>				

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<p>The Committee concurred to request more information regarding line #44 from the Director of Finance, and the Chair will bring back the additional information to the next scheduled meeting.</p>	<p>Recording Secretary/ Chair</p>	<p>MAC</p>				
<p>The Committee concurred to remove line #48 from the GRF Mutual Administration- Community Manager List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to remove line #49 from the GRF Mutual Administration- Community Manager List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to update line #53 from the GRF Mutual Administration List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to request more information regarding line #54 from the Executive Director, and the Chair will bring back the additional information to the next scheduled meeting.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to remove line #2 from the GRF Stock Transfer-Escrow Related Processes List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to update the verbiage of line #16 from the GRF Stock Transfer- Escrow Related Processes List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to refer items #17, #23, #25, #28 from the GRF Stock Transfer- New Buyers Escrows List to the Mutual Administration Committee.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to remove line #38 from the GRF Stock Transfer-End of Year Mailout and Passes List and add it to the Finance List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to remove line #42 from the GRF Stock Transfer-Counter Processes List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to remove line #43 from the GRF Stock Transfer-Counter Processes List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to update line #45 from the GRF Stock Transfer-Counter Processes List.</p>	<p>Recording Secretary/ Chair</p>					
<p>The Committee concurred to update line #47 from the GRF Stock Transfer-Other List.</p>	<p>Recording Secretary/ Chair</p>					

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<p>The Committee concurred to remove line #48 from the GRF Stock Transfer-Other List.</p> <p>The Committee concurred to remove line #48 from the GRF Stock Transfer-Other List.</p> <p>The Committee concurred to remove line #49 from the GRF Stock Transfer-Other List.</p> <p>The Committee concurred to update line #50 from the GRF Stock Transfer-Other List.</p> <p>The Committee concurred to remove line #52 from the GRF Stock Transfer-Other List.</p> <p>The Committee concurred to add lines #56-68 together from the GRF Stock Transfer-Elections List.</p> <p>The Committee concurred to remove lines #87-93 from the GRF Stock Transfer-Copy Shop and Distribution List and add it to the Finance List.</p>	<p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p> <p>Recording Secretary/ Chair</p>				
<p><b>2. UNFINISHED BUSINESS: Finance Department-Management Services</b></p> <p>The Committee concurred to review the agenda topic Finance Department-Management Services at the next scheduled meeting.</p>	<p>Recording Secretary</p>				
<p style="text-align: center;"><b>FUTURE AGENDA ITEMS:</b></p> <p style="text-align: center;">The Committee concurred to add future agenda items:</p> <ul style="list-style-type: none"> <li>• Running Standard List</li> <li>• Running Non-Standard List</li> <li>• Finance Department- Management Services</li> </ul>					<p style="text-align: center;"><b>Recording Secretary</b></p>