



**MANAGEMENT SERVICES AND CONTRACT AD HOC COMMITTEE**

**SUMMARY REPORT**  
**Friday, November 9, 2021**  
**10:00 a.m.**

| Action/Request  | Person Resp.        | Cmte. Referral | F | C | B | O | D | Comments |
|---|---------------------|----------------|---|---|---|---|---|----------|
| <p><b>1. UNFINISHED BUSINESS: Running Non-Standard List</b><br/>           The Committee concurred to add lines #1-4 together from the IT Department-Management Services List.</p> <p>The Committee concurred to add lines #10-13 together from the IT Department-Management Services List and remove the yellow from line #13.</p> <p>The Committee concurred to update line #2 from the GRF Purchasing Department Management Services List and add Shareholder.</p> <p>The Committee concurred to remove line #9 from the GRF Purchasing Department Management Services List and add it to the Grandfathered List.</p> <p>The Committee concurred to update the verbiage of line #13 from the GRF Purchasing Department Management Services List and remove Presidents Council.</p> <p>The Committee concurred to update the verbiage of lines #2,#5, and #7 from the GRF Security Services List and add Shareholder.</p> <p>The Committee concurred to update the verbiage of lines #9, #10, #12, and #13 from the GRF Security Services List and add Shareholder.</p> <p>The Committee concurred to update the verbiage of lines #16, #17, #19, and #20 from the GRF Security Services List and add non-billable and Shareholder.</p> <p>The Committee concurred to update the verbiage of line #21 from the GRF Security Services List and add Shareholder.</p> <p>The Committee concurred to update line #32 from the GRF Security Services List and remove the yellow.</p> | Recording Secretary |                |   |   |   |   |   |          |

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The Committee concurred to update the verbiage of lines #24 and #33 from the GRF Security Services List and remove Mutual and add Shareholder.

The Committee concurred to update the verbiage of line #37 from the GRF Security Services List and take out the first sentence in the description.

The Committee concurred to update the verbiage of line #30 from the GRF Physical Property Department-Management Services List and remove non-standard from the description.

The Committee concurred to update the verbiage of line #34 from the GRF Physical Department-Management Services List and remove non-standard from the description and replace it with Billable.

The Committee concurred to update the verbiage of lines #41 and #43 from the GRF Physical Department-Management Services List and remove non-standard from the description.

The Committee concurred to update the verbiage of line #49 from the GRF Physical Department-Management Services List and remove non-standard from the description.

The Committee concurred to update the verbiage of line #51 from the GRF Physical Department-Management Services List and remove billable/see comments.

The Committee concurred to update the verbiage of line #55 from the GRF Physical Department-Management Services List and remove billable/Mutual and replace it will see comments and Shareholder.

The Committee concurred to update the verbiage of line #3 from the GRF Service Maintenance Mutual Property List, add Shareholder, and add billing per Mutual policy to the description.

The Committee concurred to update the verbiage of line #11 from the GRF Service Maintenance and add others that can be billable to the Shareholder in the description.

The Committee concurred to update the verbiage of line #36 from the GRF Service Maintenance and add Shareholder.

The Committee concurred to update the verbiage of line #42 from the GRF Service Maintenance and add Shareholder, and per Mutual Policy.

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| <p>The Committee concurred to update the verbiage of line #81 from the GRF Service Maintenance and add Mutual/Shareholder.</p> <p>The Committee concurred to remove line #2 from the GRF Mutual Administration Community Manager List and add it to the Finance Department- Management Services List.</p> <p>The Committee concurred to add lines #23 and #28 together from the GRF Mutual Administration Community Manager List.</p> <p>The Committee concurred to add lines #24 and #25 together from the GRF Mutual Administration Community Manager List.</p> <p>The Committee concurred to add lines #2, #3, and #4 together from the GRF Stock Transfer-Escrow Related Processes List.</p> <p>The Committee concurred to add lines #5 and #6 together from the GRF Stock Transfer- Escrow Related Processes List.</p> <p>The Committee concurred to add lines #7-11 together from the GRF Stock Transfer- Escrow Related Processes List.</p> <p>The Committee concurred to remove the verbiage of line #35 from the GRF Stock Transfer-Escrow Related Processes List.</p> <p>The Committee concurred to update the verbiage of line #5 from the GRF Stock Transfer-Escrow Related Processes List.</p> <p>The Committee concurred to add lines #16-18 together from the Finance Department-Management Services List.</p> <p>The Committee concurred to add lines #19-22 together from the Finance Department- Management Services List.</p> <p>The Committee concurred to add lines #23-24 together from the Finance Department-Management Services List.</p> <p>The Committee concurred to add lines #55-58 together from the Finance Department-Management Services List.</p> |                     |  |  |  |
| <p><b>2. UNFINISHED BUSINESS: Questions List</b></p> <p>It was the consensus of the Committee to update the verbiage of line #56 from the Finance Department-Management Services List and add a new description and change to Non-Billable.</p> <p>The Committee concurred to update the verbiage of line #57 from the Finance Department-Management Services List and change it to Non-Billable.</p>  | Recording Secretary |  |  |  |

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| <p>The Committee concurred to update the verbiage of lines #110, #111, and #112 from the Finance Department Management Services List.</p> <p>The Committee concurred to update the verbiage of line #114 from the Finance Department Management Services List.</p> <p>The Committee concurred to remove line #116 from the Finance Department Management Services List.</p> <p>The Committee concurred to update the verbiage of line #117 from the Finance Department Management Services List and add Billable.</p> <p>The Committee concurred to update the verbiage of line #120 from the Finance Department Management Services List and add Billable.</p> <p>The Committee concurred to update the verbiage of line #41 from the Finance Department Management Services List and add Billable.</p> <p>The Committee concurred to remove line #13 from the Finance Department Management Services List.</p> <p>The Committee moved to recommend to the GRF Board to approve the Management Services List with the changes.</p> |  |  |  |                     |
| <b>FUTURE AGENDA ITEMS:</b><br>The Committee concurred to add future agenda items:  |  |  |  | Recording Secretary |