

**CLEARWOOD COMMUNITY ASSOCIATION  
FINANCE COMMITTEE MEETING MINUTES  
March 14, 2018 AT 1:00PM  
\*APPROVED\***

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**Members:** Linda Azzarella (LA - Treasurer), Wendi Broden (WB - Chairperson/Acting Secretary), Yvonne Moore (YM - Board Liaison), John Moore (JM), Bob Owen (BO), Deborah Baker (DB), Robert Hung (RH)

**Absent:** Yvonne Moore, Bob Owen

**Guests:** Dolanna Burnett (Bookkeeper)

**Call to order:** 1:06pm by Wendi Broden

**Approve Agenda:** A motion was made by DB and seconded by RH to approve the agenda. Motion passed unanimously.

**Approve Previous Minutes:** A motion was made by WB and seconded by DB to ratify the minutes from the 28 February 2018 meeting that were approved via email poll. Motion passed unanimously.

**Treasurer Comments:** LA stated her appreciation for efforts that have been made on budget preparations for both 2018 amended and 2019.

**Board Liaison Comments:** n/a

### **New Business**

1. No New Business

### **Old Business**

#### **1. 2019 BUDGET RESOLUTION**

- a. Resolution title 2018-03-03 – Resolution to Ratify 2019 Budget
  - i. Draft Resolution included in meeting packet for Committee members to look over. Will revisit after 2019 Budget Packet is complete.

#### **2. 2017 AUDIT PREPARATION**

- a. JM received 2 names from Atty Goldstein
  - i. Will try to line something up with one of those
  - ii. Will call and find out when they will be available and costs – will be brought to back to the Committee for recommendation to the board when availability is determined.
- b. Discussion re: previous auditor

#### **3. 2018 AMENDED BUDGET**

- a. 2018 Amended Budget included in the meeting packet.
- b. Discussion on 2018 budget
- c. **\*\*BOARD ACTION\*\* A motion was made by DB and seconded by JM to recommend that the Board adopt the amended 2018 Budget. RH, DB, WB were in favor. JM opposed. By majority vote, the motion passed. No Board Directors voted.**

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**4. 2019 GENERAL OPERATIONS BUDGET**

- a. 2019 Budget Worksheet was included in meeting packet.
- b. Committee went through line items and balanced the 2019 budget.
- c. WB to continue working on the Budget Packet for 2019.

**5. 2019 WATER OPERATIONS BUDGET**

- a. 2019 Water Operations Budget Worksheet was included in meeting packet.
- b. ***\*\*BOARD ACTION\*\* A motion was made by JM and seconded by DB to recommend to the board that all water operating surplus through December 31, 2017 be moved into the Water Reserves. The motion passed unanimously. No Board Directors voted.***

**6. Water Plan Discussion**

- a. DB to continue looking into latest water plan and the errors that have been found.

**Secretary:** Wendi Broden, Acting Secretary

**Next Meeting:** 03.28.2018 @ 1:00pm

**Meeting adjourns:** Motion made by WB and seconded by RH to adjourn at 3:15pm. The motion passed unanimously.