

**Clearwood Community Association**

Finance Committee Meeting

May 16, 2022 – 5:30 pm via Zoom

**MINUTES**

- a. **Meeting Called to Order:** 5:33 pm.
- b. **Committee Members:** Phillip Holzinger, Chair (PH); Walter White, (WW); Alexa Burns, Secretary (AB); Tim Kramer, Treasurer and Board Liaison (TimK); Jeff Thomas (JT)
- c. **Absent:** Jackie Lambert (JL);
- d. **Staff:** *Jennifer Spidle, Accounting Manager (JS)*
- e. **Guests:** Christine White, Richard Houghton.
- f. **Approve Agenda:** *Motion to approve the Agenda for the May 16, 2022, meeting, with the change to move the seating of Nate Karnes to last. PH/JT. Motion passes.*
- g. **Approve Minutes of May 2, 2022:** *Motion to approve the Minutes of the May 2, 2022, meeting. PH/WW. Motion passes.*
- h. **Treasurer Report:** WW did bank statement review, TK will do it next month.
- i. **Accounting Manager's Report** – going through and looking at Budget Assumptions. Capital Planning Committee met, to rank and prioritize 2024 and 2025 reserve projects. Collections projection: on target at 90%.
- j. **Committee Business**
  - a. Unaudited Financial Report for April 2022 – *Motion by PH with second by TK to recommend the Board accept the Financial Report for April 2022. Motion passes.*  
Discussion: JS went over the report.
  - b. Reserve Reconciliation for April 2022 – *Motion by PH with second by WW to recommend the Board accept the Reserve Reconciliation Report for April 2022. Motion passes.*
  - c. Transfer Resolution 05 01 2022 – *Motion by PH with second by WW to recommend the Board accept Transfer Resolution 05 01 2022. Motion passes.*
  - d. Budget Assumptions for 2023 – *Motion to suspend the rule requiring a motion before discussion. PH/TK. Motion passes. Motion to reinstate PH/WW. Motion passes.*
    - i. Motion to recommend the Board accept the budget assumptions for 2023.  
PH/TK. Motion passes.
  - e. Seating Nate Karnes on the Finance Committee - *Motion to recommend that the Board seat Nate Karnes on the Finance Committee. Motion passes.*
  - f. *Motion to Cancel July 4 meeting. JK/PH. Motion passes.*
- k. **Adjourn** – 6:27 pm. *Motion to adjourn PH/TK. Motion passes.*
- l. **Future Agenda Items**
  - a. Planning for skate park/graffiti area to reduce vandalism
  - b. Operations Contingency Bank Account
  - c. Rescheduling of September 5 meeting (Labor Day).
- m. **Next Meeting:** June 6, 2022, at 5:30 pm via Zoom