

Clearwood Community Association
Finance Committee Meeting
October 17, 2022 – 5:30 pm via Zoom

MINUTES

- a. **Meeting Called to Order:** 5:30 pm
- b. **Committee Members Present:** Phillip Holzinger, Chair (PH); Tim Kramer, Treasurer and Board Liaison (TimK); Alexa Burns, Secretary (AB); Jackie Lambert (JL); Jeff Thomas (JT); Walter White (WW)
- c. **Staff:** Jennifer Spidle, Accounting Manager (JS)
- d. **Guests:** Gary LaGuire, Richard Houghton
- e. **Approve Agenda:** *Motion by PH with second by TK to approve the Agenda for the October 17, 2022, meeting of the Finance Committee. Motion passes.*
- f. **Approve Minutes of September 19, 2022, Meeting:** *Motion by PH with second by TK to approve the Minutes from the September 19, 2022, meeting of the Finance Committee. Motion passes.*
- g. **Treasurer Report:** TK reported that everything is looking good.
- h. **Accounting Manager's Report:** Jennifer is working remotely and does not have access to display reports tonight. Voter pamphlet has been mailed out. Reserve study is completed and was included in the Voter's Pamphlet; 2021 audit is in process.
- i. **Committee Business**
 - a. *Motion by PH with second by JT to recommend that the Board accept the Unaudited Financial Report through September 30, 2022, the September 2022 Reserve Reconciliation Report, and Transfer Resolution 2022 10 01. Motion passes.*
 - i. Unaudited Financial Report through September 30, 2022
 - ii. September 2022 Reserve Reconciliation Report
 - iii. Transfer Resolution for 2022 10 01
 - iv. Discussion: everything is on target. It appears that the collections rate will end the year at 90%.
 - b. ~~Reserves Report – January through December 2022~~ (duplicate – it is also called the Reserve Reconciliation Report – see above)
 - c. *Motion by AB with second PH to suspend the rule requiring a motion before discussion. Motion passes.*
 - d. Review and disposition of "Future Agenda Items" and "Action Items":
 - i. Operations Contingency Bank Account – currently empty, look at cash flow and discuss whether to re-fund it. Schedule for the November meeting.
 - ii. Skate park/graffiti committee - Finance Committee is complete with this. Further action would be the responsibility of the Board.
 - e. Add to next agenda: CD maturity dates.
 - f. January 2 meeting cancelled. Consensus to move January 16 meeting to January 23rd.
- j. **Adjourn:** 6:01 pm
- k. **Future Agenda Items**
 - a. January meeting – review DC's that are maturing in Feb and Mar.
- l. **Next Meeting:** November 14, 2022, at 5:30 pm via Zoom