

Clearwood Community Association
Finance Committee Meeting
January 23, 2023 – 5:30 pm via Zoom

MINUTES

- a. **Meeting Called to Order:** 5:30 pm
- b. **Committee Members:** Phillip Holzinger, Chair (PH); Tim Kramer, Treasurer and Board Liaison (TK); Alexa Burns, Secretary (AB); Jeff Thomas (JT); Jackie Lambert (JL); Walter White (WW)
- c. **Staff:** Jennifer Spidle, Accounting Manager (JS)
- d. **Guests:** Jeremy Sendall, Darren
- e. **Approve Agenda:** *Motion by PH with second by JL to approve the agenda of the January 23, 2023, meeting, moving the December Financial Reports to the February meeting. Motion passes.*
- f. **Approve Minutes of December 12, 2022, Meeting:** *Motion by PH with second by WW to approve the Minutes of the December 12, 2022, meeting. Motion passes.*
- g. **Treasurer Report:** TK: November bank reconciliations completed. December's will be done when the information is available.
- h. **Accounting Manager's Report:** January 2023 Report is posted on the website. At the request of community members, written Accounting Manager reports are being resumed. Highlights: Waiting for a few vendor invoices to be able to close out 2022 and issue the final report for 2022; recommending we keep the same auditors for at least one more year.
- i. **Committee Business**
 - a. Recommendation to the Board to appoint Phillip Holzinger, Tim Kramer, Alexa Burns, Jeff Thomas, Jackie Lambert and Walter White to the Finance Committee for 2023. *Motion by AB with second by PH to recommend that the Board appoint Phillip Holzinger, Tim Kramer, Alexa Burns, Jeff Thomas, Jackie Lambert and Walter White to the Finance Committee for 2023. Motion passes.*
 - b. December Financial Reports: Moved to February 20 meeting
 - c. January meeting – review CD's that are maturing in February and March
 - i. *Motion by PH with second by WW to suspend the rule requiring a motion before discussion. Motion passes.*
 - ii. Discussion: based on projected expenditures, the funds maturing in February and March will not be needed until next year.
 - d. Meeting schedule for 2023, based on one meeting a month. Deferred to next month.
 - e. *Motion by PH with second by JT to reinstate the rule requiring a motion before discussion. Motion passes.*
 - f. *Motion by WW with second by PH to recommend that the Board roll over for 12 months at the current rates the CD's that are maturing in February and March. Motion passes.*
- j. **Member Questions and Comments** – JT: Will there be finance charges for monthly payments? PH: added to Board agenda.
- k. **Adjourn:** *Motion to adjourn by PH with second by JT 6:29 pm. Meeting adjourned at 6:29 pm.*
- l. **Future Agenda Items**
 - a. Funding reserves at 100% - effect on Operations budget
- m. **Next Meeting:**
 - a. February 20, 2023, at 5:30 pm via Zoom