

**SOUTH BAY COMMUNITY ASSOCIATION
FINANCE COMMITTEE MEETING
July 7, 2020
1:00 pm
FINAL MINUTES**

1. Call to Order

Meeting was called to order at 1:05 pm.

2. Determination of Quorum

Quorum was established: Committee Members present: Darrow, Dennis, Jurca, Spagle. SBCA Board member Tom Sprandel and GM Torres were also present.

3. Approval of Agenda

Motion for approval of amended Agenda by Dennis, 2nd by Darrow: Motion carried 4/0.

4. Approval of Meeting Minutes - June 9, 2020

Motion for approval of Meeting Minutes by Dennis, 2nd by Darrow: Motion carried 4/0.

5. Old Business

- a. *Club closure update - no further updates other than all amenities at the Bay Club remain closed at this time. .*

- b. *Operating Budget Surplus: Special Assessment Account - The Committee agreed the funds in the Special Assessment Account will be earmarked for transfer to the Reserves account unless those funds are needed for one or more unforeseen expenses in future, with a quarterly or more frequent review by the Committee to ascertain need to keep the funds available.*

6. New Business

- a. *June Treasurer's Report and Financials were reviewed.*
 - i. *See GM report below for details*

- b. *Approval of June Treasurer's Report*
The Treasurer's report was reviewed .
Motion to approve the May Treasurer's report was made by Jurca, 2nd by Darrow: Motion carried 4/0.

7. June Budget Report and Delinquencies

- a. *GM Torres provided the variance report. Income down about \$22,000: PLA sales down, and the potential dues from the unrealized sales, and reduced outside rentals due to COVID-19. On the positive side there*

was an additional associate membership picked up, prepayments on dues were received, and between \$6,000 - \$8,000 collected in delinquent dues. On the expense side, reduced costs were seen in electricity/utilities due to Club closure and savings in certain types of supplies. Net result is a positive variance of \$11,184.

- b. There are no uncompleted projects, and no related payment falling into FYE 6/30/21.*
- c. There are 2 or 3 delinquent accounts requiring attention and Mark will work on those. Now that the statements going to members have delinquent amount and fees shown it's more understandable to members.*

8. Finance Issues from Facilities Committee Meeting

There was no Facilities meeting held this month.

9. Comments

Trend in member payments for 1st quarter is consistent with traditional cash flow, collections are actually slightly ahead of plan.

Suggestion made in future to have a community meeting regarding draft budget prior to Annual meeting – members could then ask questions to aid in understanding how the budget is developed.

Suggestion to alter the dues statement to exclude “thank you for your business” and replace with a statement more appropriate for an HOA.

10. Adjourn

At 2:01pm Motion to adjourn was made by Dennis, 2nd by Darrow: Motion carried 4/0.

Next SBCA Finance Meeting: August 11, 2020