

FINANCE COMMITTEE MEETING MINUTES

April 19, 2016

**1 Roll Call**  
7:00 by Steve Denny

COMMITTEE MEMBERS	Present	Absent
Steve Denny- Chairman (2017)	X	
Michelle Beattie, Secretary (2016)	X	
Judy Fletcher (2017)	X	
David Jackson (2018)		X
Don Otto - Vice Chairman (2016)	X	

BOARD LIAISON & COMMITTEE REPRESENTATIVES	Present	Absent
Faye Johnson - BOD	X	
Skip Raleigh - L&P	X	

STAFF	Present	Absent
Brian Devost - General Manager	X	
Tonya Killough - Controller	X	

**2 Approval of Minutes**  
Motion to accept March 2016 minutes as presented - Motion passed

**3 Approval of Agenda**  
Motion to approve agenda as presented - Motion passed

**4 Review of Board of Director minutes**  
All action items presented from the March 2016 meeting were approved by the BOD.

**5 New Business**

- a. Open position/Controller - General manager updated committee on his satisfaction with the work being done by the Robert Half temporary professional hired to take over the accounting functions of the previous general manager of the CA. General manager expressed interest in recommending to the Board of Directors hiring Tonya Killough as a permanent Controller for the CA. No action required from committee.
- b. Financial Statements - General manager presented 1st quarter balance sheet and income statement. Most significant deviations (increases) were in payroll related expenses due to payout to prior general manager for accrued benefits and additional salaries during the training and transition of new GM and controller. No action items

**6 Old Business**

- a. SAGE 300/Procedures Manual - GM updated committee that procedures are being formalized and documented, especially in the utilization of Sage 300 modules designed to increase functionality of the software for the CA database, accounting and reporting functions. No action items
- b. Restaurant & Bar Manager - GM updated committee of new full time bar/restaurant manager. Staff have been working on cleaning bar and storage areas and refreshing the service culture and quality of food. No action items
- c. Audit/Botz Deal - GM updated committee that 2015 audit field work will begin April 25th, 2016. No action items.
- d. Jefferson Point/ Update - GM informed committee that sidewalks were laid and some spring cleaning of the beach and landscape areas would be completed soon. No action items.

**7 Adjournment**

	Motion to adjourn		
	Motion passed at 8:50 pm		