

FINANCE COMMITTEE MEETING MINUTES

July 18th, 2017

I. & II.	Call to Order and Roll Call 7:00 by Don Otto		
	COMMITTEE MEMBERS	Present	Absent
	Don Otto - Chairman (2019)	X	
	Steve Denny, Vice-Chair (2017)	X	
	Michelle Beattie, Secretary (2019)	X	
	Judy Fletcher (2017)	X	
	Wayne Walkenhorst (2018)	X	
	BOARD LIAISON & COMMITTEE REPRESENTATIVES	Present	Absent
	Dan Viele, Board Member	X	
	Skip Raleigh - L&P	X	
	STAFF	Present	Absent
	Brian Devost - General Manager	X	
	Ken Chaplin - Robert Half / Account Temp	X	
III.	Approval of Agenda Motion to approve agenda as amended for item A. Bid Quote - maintenance capital expenditure revised -motion passed		
IV.	Approval of Minutes Motion to accept June 2017 minutes as presented - Motion passed		
V.	Board/Staff Report GM updated committee on operations of the CA. All action items presented to the board were approved at their June meeting. June board minutes were not in the Finance Committee packet.		
VI.	Financial Reports		
	a. Balance Sheet - Balance sheet as of April 30, 2017 was presented. In prior month Committee raised questions regarding the investment vehicle that the CA cash is residing in. Historically the reserve funds have been approved to be kept in money market accounts and/or laddered maturing CDs at various banks. Based upon the fluctuating balance in the reserve account on the balance sheet, the committee was under the impression that the funds were being held in a money market funds that are traded on the stock exchange and their value can fluctuate based upon the market. Per investigation by Ken Chaplin, it was verified and reported to the committee that the funds are not in money market fund accounts and are only in a traditional money market/CD where the principal balance does not fluctuate based upon the market and remains in tact. The variance was due to a change in internal reporting of the reported balance by the bank which included showed the original principal less an early withdrawal penalty if we were to cash in the CD before maturity. It is still the opinion of the committee the board to consider drafting an investment policy for the CA to have the acceptable investment vehicles documented. It was requested by the committee for staff to execute the transfer of \$300,00 excess funds in operating account to the dredge fund per the recommendation in the 2017 budget.		
	b. Statement of Cash Flow - None presented		
	c. Month Income Statement- Income statement for the month ended April 30,2017 was presented. Committee reviewed and discussed statement as presented.		

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- d. YTD Income Statement- April 2017. Committee expressed concern that current year to date statements were not available
- e. Departmental Income Statement- Income statement by department for the month and ended April 30,2017 and YTD were presented. Committee reviewed and discussed statement as presented.
- f. Capital Expenditures - Approved expenditures in Golf and Clubhouse have been made at below budget levels through April.

VII. New Business

- a. Enterprise software solution - A presentation was prepared by the ad-hoc committee. Three Club Management software solutions were reviewed and based upon their research the ad-hoc committee is prepared to recommend to the board the NorthStar cloud based software. The presentation detailed the recurring and nonrecurring set up costs for each provider. It is the recommendation of the ad-hoc committee that the board consider the purchase of the software in 2017 utilizing unused capital budget for 2017. The finance committee asked the ad-hoc committee to continue their due diligence and talk to some references and see if insight from end users of the software can uncover any additional information before the board makes a decision.
- b. 2016 Tax Return Report - GM provided copies of 2016 corporate tax return. No action items.

VIII. Old Business

- a. Bid Quote - Maintenance capital expenditure revised - The 2016 dump truck that was approved for purchase of \$31,835 in June by the committee was sold. Motion was made to recommend to the board to approve the Bommarito Ford quote on a 2017 Ford F350 for a cost not to exceed \$44,000 (budget was for \$60,000). Motion passed.

IX. Motion to adjourn

- a. Motion to adjourn was made. Motion passed at 8:56pm