

BBVCC
 FINANCE COMMITTEE
 Meeting Minutes
 January 15, 2025 at 2:00PM

Committee Members Present		
✓ Bev Franklin	✓ Dan Nedved	✓ Mary Santi
✓ Suze Garrigon		
Guest Members	Maureen Server	
Staff Present	David Franklin	Madeline Termain
Justine Brooks		

- I. CALL TO ORDER:** at 2:00 pm by Bev Franklin
- II. ADOPTION OF AGENDA**
Motion to: Approve agenda
Motioned by Mary Santi **Seconded by** Dan Nedved. **Approved.**
- III. OPEN FORUM** – No members present to speak.
- IV. INTRODUCTIONS** each member introduced themselves and gave their background in finance.
- V. FINANCIALS** the committee reviewed how the current financial statements are set up. The current process of getting the statements prepared is not easy with the HOA software that we are currently using.
- VI. RESERVES** were reviewed and what part of the reserve documents we tend to look at and that we are legally obligated to have a reserve study done each every by a third party. This committee will need to assist the review of the assets to ensure that the list is complete.
- VII. BUDGETS** this committee will need to start looking at the calendar to start working on the budget with staff and when to start communicating with the membership. A goal for this year is to have another set of eyes to assist with budgeting, reserves and have proper oversight with all.

Bev will work with David on providing the finance committee with access to the budgeting documents.

- VIII. ADJOURNMENT** at 3:10 pm

The next Finance Committee Meeting will be held on February 26, 2025 at 1:00 pm.