

Finance and Budget Committee Meeting Minutes

09/13/17

Attending: Members - Gary Cadwallader, Jackie Hunter, Ellen McClellan, Mary Hansen, Cameron Acosta, and Bill Lewis; Excused: Keith Nette. Board Liaison: Stephen Bates; Staff: Todd Draa., and Karin Shulman; Member Guest: Carole Trudeau, J. Skelly

The meeting was called to order at 5:04 p.m. by Committee Chair, Ellen McClellan.

Motion to approve the Agenda by Mary Hansen, Seconded by Bill Lewis. Motion Approved.

Todd Draa presented the financials. Again, the Committee asked that the page numbers and date be included on the printed financials instead of hand-written. Pages should be Page ___ of ___ (total pages) so that we are aware of how many pages are included in the report.

Todd explained variances. The Committee again questioned this month's payroll taxes which appear to be out of sync with actual payroll figures. Todd has promised to review and explain next month. Maintenance Operation utilities need to be reviewed and explained. Department charges including payroll need to be carefully monitored to ensure that numbers are falling into the correct departments. Several corrections need to be made to the Report including the Golf Pro Shop.

The Committee asked for the Cost of Goods Sold in the Lounge to be separated out so that we can tell what is spent on Alcohol and Beer and what is spent on mixers and lemons /limes/cherries. Ms. Hunter also requested a breakdown of Cost of Good and spoilage, although the Committee is not sure how that would be accomplished.

The Committee requested that on future reports the number of Lots Available for Sale by the Association be listed on the Balance Sheet.

The Committee also requested a partial labor report by department reflecting FTE's and hours worked including overtime for each department.

Motion made by Gary Cadwallader, seconded by Mary Hansen to recommend acceptance by the Board of Directors of the August Financials pending correction to the "November" titles which should read "August" on Page 2 of the report and Page 18 Statement of Income August Budget number. Motion Carried

The Committee reviewed but did not discuss the back-up data information provided by the General Manager and discussed the proposal to cut dinner service on Friday and Saturday in the Lounge. The Lounge will have a small menu of bar food. Dinner will only be available in the Bistro by reservation.

Motion to Adjourn by Jackie Hunter, seconded by Mary Hansen. Meeting adjourned at 6:40 p.m.

Respectfully submitted,

Mary Hansen, Secretary