



Finance Committee Meeting Minutes

Tuesday, April 16, 2024

Via Zoom Platform or In Person at 1171 E Rancho Vistoso Blvd., Suite 103,
Oro Valley, AZ 85755

Committee Members Present: Ted Dann (Treasurer/Chair, non-voting member), Bob Mariani, Robin Perkins, Paige Shockley, Joan Sauer, and Barbara Stough

First Service Residential Staff: Barbara Daoust, and Colin Rinne

Guest: Matt Wood

I. **Call to Order:** The meeting was called to order at 3:03 PM.

II. **Chair's Opening Remarks**

Ted Dann welcomed the committee members.

Discussion ensued on the role and responsibilities of the Treasurer and a 5-year financial plan.

Since there are two members of the board currently serving on the committee, Ted Dann offered to be the non-voting committee member in keeping with the charter's committee structure and terms.

III. **Agenda**

One topic was added to the agenda under New Business, C. Reserve transfers to Morgan Stanley.

A motion was made by Joan Sauer and seconded by Barbara Stough to approve the agenda as amended. The motion was approved unanimously.

IV. **Finance Committee Charter**

This topic was discussed under the Chair's Opening Remarks.

V. **Review the Minutes from March 19, 2024**

A motion was made by Joan Sauer and seconded by Barbara Stough to approve the March 19, 2024, minutes as presented. The motion unanimously passed.

VI. **Review of March 2024 Financials**

The committee reviewed and discussed the Treasurer's report and the March financial reports.

- The VCA Operating Fund balance as of March 31, 2024, is \$650,481. This is sufficient to cover current and foreseen cash needs of the association.
- The Reserve Fund balance is \$4,286,424.
- The liquidity of the association is very strong to meet the association's needs.
- The account receivable balance is \$116,431 and total operating liabilities balance is \$607,792 which is made up of prepaid assessments, unearned income and accrued expenses.
- Total income for the month of March is \$202,321 which is \$744 over budget.
- Total expenses for March are \$207,377 which is \$17,480 under budget.
- The monthly contribution of \$66,667 was made to the reserve fund. YTD reserve total is \$243,361.
- A total of \$7,725 was spent out of the reserve fund in March.
- Reserve Investments managed by Morgan Stanley as of March 31:

Cash and Equivalents	\$	4,771
Savings & Time Deposits	\$	38,483
ETFs and CEFs	\$	54,298
Municipal Bonds	\$	39,838

Corporate Fixed Income	\$ 141,043
Government Securities	\$1,224,541
Certificates of Deposit	\$1,822,166
Mutal Funds	\$ 240,657
Net Unsettled Purchases/Sales	\$ -
Total	\$ 3,565,797

- Siena's operating fund balance year to date is \$3,991 and the reserve fund year to date is \$242,720.

A motion was made by Joan Sauer and seconded by Barbara Stough to accept the 2024 March Treasurer's, Financial and Morgan Stanley Reports. Motion was unanimously approved.

- It was noted that the prepaid expenses totaling \$12,000 need to be transferred.
- Determination on the \$20,000 Builder Review Deposits.

VII. Old Business

A. Capital Reserve Tracking Tool

The committee discussed the spreadsheet. It was noted that \$4,825 was spend on engineering fees for the 27 Mile and N Big View Ct projects and the remaining \$2,900 was for a deposit to AZ Project Solutions to oversee the monument project at RVB and Tangerine Rd.

VIII. New Business

A. 2025 Reserve Update

Association Reserve has started working on the update. The current 2024 report is available on the association website.

B. 2023 Audit Update

Butler Hansen is currently working on the 2023 audit.

C. Reserve Transfers to Morgan Stanley

The committee recommended to utilize the reserve funds in the US Bank account first and to monitor spending over the next few months.

IX. Adjournment

Next meeting is tentatively scheduled for Tuesday, May 21, 2024, at 3:00 PM.

The meeting was adjourned at 3:43 PM.