



Finance Committee Meeting Minutes

Monday, October 21, 2024

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

Committee Members Present: Joe Affinati (Treasurer, non-voting member), Robin Perkins, Joan Sauer, Barbara Stough, and Bob Mariani

Absent: Paige Shockley

First Service Residential Staff: Barbara Daoust, Timothy Holt, and Kristie Tate

Guest: Matt Wood

I. **Call to Order:** The meeting was called to order at 3:00 PM.

II. **Chair's Opening Remarks**

No comments made.

III. **Agenda**

A motion was made by Barbara Stough and seconded by Bob Mariani to approve the agenda as presented. The motion was approved unanimously.

IV. **Review the Minutes from September 17, 2024**

A motion was made by Bob Mariani and seconded by Barbara Stough to approve September 17, 2024, minutes as presented. The motion unanimously passed.

V. **Review of September 2024 Financials**

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

- The VCA Operating Fund balance as of September 30, 2024, is \$544,209. This is sufficient to cover the current and foreseen cash needs of the association.
- The Reserve Fund balance is \$3,916,199.
- The liquidity of the association is very strong to meet the association's needs.
- The account receivable balance is \$171,888 and total operating liabilities balance is \$550,382 which is made up of prepaid assessments, unearned income and accrued expenses.
- Total income for the month of September is \$211,445 which is \$9,867 over budget.
- Total expenses for September are \$219,136 which is \$3,390 under budget.
- The monthly contribution of \$66,667 was made to the reserve fund. YTD reserve total is \$670,357.
- Reserve Investments managed by Morgan Stanley as of September 30:

Cash and Equivalents	\$ 8,973.11
Savings & Time Deposits	\$ 913,727.97
ETFs and CEFs	\$ 451,093.57
Government Securities	\$ 253,619.80
Certificates of Deposit	\$1,949,767.57
Mutual Funds	\$ 118,392.80
Total	\$ 3,695,574.82
- Siena's operating fund balance year to date is \$7,814 and the reserve fund year to date is \$260,188.

A motion was made by Barbara Stough and seconded by Joan Sauer to accept the 2024

September Financial and Morgan Stanley Reports, and Treasurer's Report. Motion was unanimously approved.

- FirstService Residential is addressing the following items:
 1. Insurance Claim – \$3,114 on page 12 August Report
 2. Shows Telephone at \$831 and Internet at \$0 on page 16 (August Report)
 3. Water/Sewer shows Siena expense (P5100) of \$193 on pages 16 and 23 (August Report)
 4. Reserve Fund/Investment Charges, the May 2024 amount looks large on page 16 (August Report).
 5. USB Operating Account statement indicates deposit coverage fee on page 48. (August Report)
 6. USB Operating Savings does not have the monthly deposit coverage fee statement on page 58.(August Report)
 7. No amount shown for Architectural expense (September Report)
 8. No electric expense shown (September Report)
 9. Security Patrol amount \$9,250 (September Report)

VI. Old Business

A. Capital Reserve Tracking Tool

The committee reviewed the spreadsheet.

B. 5 Year Financial Plan

The committee members reviewed the 5-Year Financial Plan. The General Manager will share a copy with the board.

C. Financial Investment Policy

The Finance Committee reviewed the policy. A copy of the revised language will be reviewed by the board at the General Session meeting on October 24, 2024.

A motion was made by Joan Sauer and seconded by Robin Perkins to send the revised Financial Investment Policy to the board for review and recommend approval. Motion was unanimously approved.

D. 2025 Siena/VCA Proposed Budget

The committee members reviewed the revised 2025 Siena and VCA budget as per the discussion with the board at the October 7, 2024, meeting. The Siena draft budget has no assessment increase and the VCA shows a \$8.00 quarterly increase.

A motion was made by Joan Sauer and seconded by Barbara Stough to recommend to the board the approval of the Siena 2025 Budget which reflects no assessment increase. Motion was unanimously approved.

A motion was made by Bob Mariani and seconded by Joan Sauer to recommend to the board approval of the VCA 2025 Budget with a \$8.00 per quarter increase to include an additional VCA staff member for half a year.

VII. Adjournment

Next meeting is tentatively scheduled for Tuesday, November 19, 2024, at 3:00 PM.

A motion was made by Robin Perkins and seconded by Joan Sauer to adjourn the meeting at 3:55 PM. Motion carried.