

## KCCA Finance Committee Meeting Minutes - July 18, 2019

The meeting was called to order by: Treasurer: Helen Harper - at 12:00 pm  
at the Crown Center

Members: Judy Holmes, Jerry Larsen, Lis Baccigaluppi, Carolyn Griffith

Mary Delamater - Absent

1. Review of 6/2019 Financials - Expanded P&L Detail Report will be presented to the Board and residents at the 7/23rd meeting. The expanded reports will be used in the Budget process for 2020.
2. The following items have been put on the Agenda for 7/23/19 Board Meeting:
  - Presentation of 6/2019 Financials
  - Finance Committee had committed to reporting to the members on the cost of online voting, so also attached is the breakdown provided to the Board on June 25th. To be added to Agenda on July 23, 2019.
3. Review and answer questions from Schwindt so that the Reserve Study can be completed. Questions were answered - Written copy of responses prepared by Helen will be reviewed at the next Finance Meeting. Judy has updated her 2019 Reserve Budget & Cash Flow form.
4. Review of 2018 Audit from Schwindt - Jerry Larsen will bring questions for discussion on the 2018 Audit to the next meeting.
5. Budget Schedule form 2018 - ideas and timing for 2019 schedule. Next meeting in August 1st will include starting the Budget Process and developing the schedule. Judy had sample Budget Charter form. Budget Charter Draft will be reviewed by the Finance Committee. Budget Charter will be brought to the Board at the August 12th meeting. Budget Committee setup and to be approved by Board at the August 12th meeting
6. Checklist form for Finance Committee Approval of Bids/Invoices/Vendors - Mary & Lis will be editing an "In Committee" Form Checklist for the next Finance Committee Meeting.

Meetings to be held 1st and 3rd Thursday of each month  
12:00 pm @Crown Center

Next Meeting: August 1, 2019 - Jim Trees, Greens Committee will be at the next Finance Committee Meeting on August 1st.