



Finance Advisory Committee  
Meeting **MINUTES**  
Wednesday October 26, 2016  
1:00PM OTCC Bar

**A. Call to Order @ 1:04 PM**

**B. Roll Call**

Committee Members Present: Rebecca Hewett, BVSA Treasurer; Ben Graham; Dave Nelson; John McGuffey; Guy Munday; John Seaberg;  
Members Absent: Porter Underwood; Bill Marquardt  
Staff Present: Cheramy Krueger, GM; Wesley Shryock, Controller; Debbie Shryock, Project Manager, Christina Gibson AP, and Jennifer Smith Payroll Admin

**C. Approval of Agenda – Motion By John Seaberg, 2<sup>nd</sup> by Cheramy Krueger**

**General Announcement:** John McGuffey re, CSD Post Office on the 10/27/2016 CSD agenda.

**D. Approval of Minutes from September 28, 2016 – Motion By John Seaberg, 2<sup>nd</sup> by Ben Graham**

**E. Controller's Report**

1. September 2016 Financial Report Review –Wesley Shryock presented the Controllers Report.

**F. Database-Major Component Database (MCDB)**

1. Changes – Debbie Shryock presented the MCDB for changes, the suggested changes were approved. Motion by John Seaberg 2<sup>nd</sup> by Ben Graham, Motion carries.  
MCDB Changes: Bridge, Wood Hole #7 – Moved from 2017 to 2016 due to safety hazard.  
Stump Grinder – added asset for \$2,885.28  
Gym Lights – Moved from, 2022 to 2016 and changing out to LED, due to Ballast going bad.  
Community Tree Allowance – 1600.00 increase from 400.00 to a total of \$2000.00  
John Deere 4X6 Increased cost due to needing a Diesel instead of Gas, increased cost from \$10,433.00 to \$11,700.00
2. Reserve study progress – Cheramy Krueger reported that the Managers have undergone an audit of all of their reserve asset list, scrubbing the items, there have been some errors caught. Projected completion timeframe is December 2016.

**G. Continuing Business** – Due to the length of the presentation from the Guest Speaker on Collections and Staffs presentation and lengthy discussions, the following items were discussed/deferred until November.

1. Investment strategies report – Deferred until November
2. Banking changes update – Deferred until November
3. Year-end audit report – Presented the year end audit report, no questions or discussions.
4. Develop schedule for 2016/2017 budget process – The Budget Schedule was presented to the committee for comments, the direction to the committee was to look at each members personal calendar to identify personal conflicts. The dates will be established by staff and provided in the November Meeting.
5. Revised Task List for 2016/2017 Committee – Deferred until a later date
6. Controller review of current collections process – Wesley Shryock presented the current status of the accounts, and the breakdown of what stage each account was in.

**H. New Business**

1. Dave Collins Presentation – Presentation, at the suggestion of Mr. McGuffey, the collection company Commercial Trade Bureau of California (CTB) gave a presentation of their business practices, the rates, and collection successes.

Action Item: Staff was directed to provide a recommendation to the committee of how they want to proceed with collections.

**I. Next meeting date & time:** 11/16/2016 @1:00

**Adjourn @ 4:08 PM**