

HPPOA FINANCE COMMITTEE Meeting Minutes

March 13, 2014

The meeting was called to order at 9:00 am. Joan Galante, June Conant, Vern Presnall, Dale Watson, Steve Crawford, General Manager Scott Reilling and Administrative Assistant Cathy Fincher were present. Due to prior commitments June Conant left the meeting at 10:00 am.

The meeting took place in the HPPOA Activity Center Library.

Agenda and the minutes for the February 13, 2014 were approved

Extra Burden Fees –Based on information gathered from various sources the committee will be presenting a motion to the Board for billing fees on Non-Residential Activities that increase burdens on traffic within HPP.

The Committee reviewed all month end financial reports for February 2014. It was noted that expense for road materials will continue to be high to make up for no road material purchased until the Board approved vendor. Year to date expenses were reviewed and all items over budget were explained. The continuing work on collections is evident in Past Past Money collected.

The Committee review 2014-2015 Budget. The General Manager presented budget worksheet with comparison to 2013-2014 budget and actual Feb 2014 YTD expenses and went over all line items and explained differences and projections based on historical or actual data.

Reviewed Insurance quotes. General Manager informed us that after reviewing quotes provided by Servco for several Insurance Carriers he found our current provider Philadelphia was the lowest. He even checked with Dongbu Insurance and was told they do not insure our type of operation.

Discuss Web Site Update cost and procedures. Budget for this expense is \$1,000. Ytd expense is \$700. General Manager feels that this is sufficient for the way it is being done. If the Board wants a more extensive web site the cost would be higher. He stated that he is the contact for web site postings. In this way he has control of the cost.

The Committee discussed Morgan becoming a notary public for HPPOA. The General Manager stated that having a Notary on site would be to our advantage and would be a savings on travel, time and money. The Committee agreed and approved the request. There are funds in the budget.

Old Business

Update on progress of local collection agency for delinquent accounts. **Six accounts will be turned over to the agency on March 17, 2014.**

Update on progress of collections of Japan delinquent accounts. **June has been in contact with this person and she is willing to work on some of these accounts. June will keep the committee updated.**

Update on progress of problems in Japan foreclosures. **Maeda went to court in February and it was continued to April 11' 2014 and Kanemaru court date is March 21, 2014.**

Update on recovery of the burglary items. **Cathy distributed a report from Quality Research and Replacement Services. She still has more work to do to complete the settlement.**

Update on local gas credit card for Road Supervisor. **This item is still pending.**

Discuss cost of change in the schedule of billings for delinquent Road Fees, April 1, July 1 and October 1. **Projected cost \$4000 for extra billing.**

Discuss Radio Communication System for Neighborhood Watch, Non Roads and Roads. **Neighborhood Watch will be handling this project.**

Meeting adjourned at 11:30 am. Next meeting April 10, 2014 at 9 am in the HPPOA Activity Center Library.
Respectfully submitted, Joan Galante, Treasurer