

BUDGET & FINANCE COMMITTEE MEETING MINUTES

WEDNESDAY NOVEMBER 15TH 2017

The meeting was called to order at 5:00 PM by chairman Ellen McClellan. Members present; Keith Nette, Cameron Acosta, Bill Lewis, Ellen McClellan, Jackie Hunter, Gary Cadwallader, and Steve Bates.

Guests present; Kim Ryan, and Karin Schulman.

The committee was introduced to the new interim Financial Director Kim Ryan, who then went on to detail her activities since assuming the position. Ms. Ryan has been in the process of addressing issues raised by the annual audit, as well as familiarizing herself with the Northstar system, and the foreclosure list.

Karin Schulman and Kim Ryan presented a list of "PMCPOA owned lots for sale" and updated the committee on the steps being taken to begin sales of these lots in the near future.

The October financial statements were then discussed by Ms. Ryan, after which she asked the committee to identify specific departments that we would like her to train her focus on. The committee agreed that the revenue generating departments should be the first place to begin, specifically she will look into costs associated with those departments, and see if we are getting the best prices available, and are taking full advantage of available discounts.

A motion was made by Gary Cadwallader that we have been presented with the DRAFT financial reports for October and have expectations that the new staff will provide us with final reports in the near future. Motion seconded by Bill Lewis. Passed unanimously.

Motion to adjourn made by Jackie Hunter, seconded by Cameron Acosta

Next meeting December 13th 2017

Submitted by Jackie Hunter