

**Preliminary Agenda
Finance Committee Meeting
Monday 12/14/15
9:30 AM Conference Room**

1. **1.Public Comment**
2. **2.Modifications/Adoption of Agenda**
3. **3.Approval of Minutes from previous meetings:
11/16/15**
4. **General Manager's Report**
 - Community Property Physical Security Installation Status
 - Auditor/Tax Preparer/Annual Report Schedule Status
 - Hike/Bike Maintenance Status
 - IT issues
 - Desktop and Server Backup Tests
 - Server E-mail backups
 - Draft Assessment Cover Letter
 - Full Budget Needed?
 - Other Info from GM
5. **Treasurer/Board Liaison Report**
 - Capital Request for Dog Pet Stations on Hike/Bike paths
 - Stables billing
 - Insurance for Solar Litigation
6. **Financial Report**
7. **2015 Budget**
 - Contingency for HOAMCO Tier 3 Employees reduced to \$13K
 - Posting Online
- Board Workshop and Public Hearing
- Board Adoption 12/17
8. **Audit/Annual Report Milestones**
9. **Annual Calendar Check**
 - December
 - Budget Public Hearing
 - Audit Engagement Letter
 - Audit Data Timeline
 - Replacement Budget vs Actuals Data
 - Assessment Cover Letter/Summary Budget Message Review
 - Budget Adopted by Board
 - January:
 - Previous Year Replacement Reserve adjust to Actuals
 - Annual Report Contents Selection
 - Procurement Procedure Review
 - Preferred Providers Review
 - Committee Charter Review
 - Annual Calendar Review
- 10.**Next Meetings**
 - Regular Board Meeting for Budget Adoption, Dec. 17
 - Regular FC Meeting Mon. Jan 18 or Tues. Jan 19?
 - Regular FC Meeting Mon. Feb 15 or Tues. Feb 16?
11. **Adjourn**