

MINUTES OF ECIA FINANCE COMMITTEE MEETING

February 11, 2009 9:30AM

The meeting was **called to order** at 9:31 AM by Chair Dan Drobnis.

Present were members Bob Gaines, Alan McQuiston, Jean Stokes, and Nolan Zisman, as well as GM Bill Donohue and Treasurer Ed Moreno.

Gisela Knight, Pat Bell, and Dee Cooper were absent; Pat's and Gisela's were excused. Fred Raznick and Jean Crawford attended, representing the Facilities and Grounds Committee.

Item 1: No one appeared for the **Public Forum**.

Item 2: The **Minutes of the Jan. 14 meeting** were approved as amended. The amendment was to add "(1=most favorable)" prior to the last sentence in Item 7: Capital Project Requests.

Item 3: **Facilities and Grounds Committee Request:** F&G Committee Chair Fred Raznick reported that F&G had never looked at the annex building or the play areas prior to their Feb 3 meeting, so were not prepared to comment on the relative merit of those projects from a cost-benefit standpoint at the time the FC reviewed them on Jan 14. The F&G position is that the Foyer/Lighting projects should take precedence over the annex remodel for the following reasons:

1. The Living Room/Foyer/lighting projects are interconnected. Furniture for the Foyer, the budget for which has already been approved, can't be selected until it is known if the Foyer remodel can proceed or not.

2. If approved, and based on design and furnishing ideas approved in concept by F&G, the lighting in the Foyer would have to be upgraded and outlets relocated.

3. The Foyer and Living Room lighting are on the same grid. Based on several complaints that the lighting in the Living Room is too dim, F&G feels that it would be more cost-effective to upgrade that entire circuit.

4. The proposals for the Foyer and lighting upgrades are nearly complete. F&G is desirous of showing two more projects complete

5. The annex as currently designed can provide two more small meeting spaces without any capital outlay. F&G feels given limited capital funds currently available, and the estimated cost of the Foyer/lighting proposals about equal to the estimated cost of the annex remodel, it would be better to wait on the annex project until there is some feedback from users on any shortcomings of the annex in terms of meeting the need for additional meeting space.

After considerable discussion, the following conclusions were reached:

1. The timing problems represent procedural "glitches". F&G should have the prior opportunity of reviewing and providing opinions on various capital projects.

2. It was suggested we gather more objective data on those instances where meetings cannot be booked at all, or where the requestors date and time cannot be accommodated and alternative scheduling is required.

3. We should all be taking our time and work together to ensure that recommendations are based upon good information and well thought out before going forward.

Alan raised the question to Ed as to whether the Board should be advising the ECIA committees as to whether there should be scope limits on what groups we should be trying to accommodate in providing use of ECIA amenities and under what circumstances.

Item 4a: In the **General Manager's Report** Bill indicated he had priced out five of the replacement reserve projects and three were estimated under budget. They include the pool pump (\$1000 less); pool tarp (\$1700 less); the ADA chair lift (\$2,000 less) and the pump room rehab (over \$9000 less). If we were to acquire a black and white copier that would come in about \$2000 under budget but Bill recommended we acquire a color copier to provide more flexibility and eliminate outside color copy expenses. The best alternative will be about \$9000 including tax, or about \$1000 over budget. It was moved and unanimously approved that the Finance Committee recommend to the Board an increase in the copier R&R budget to \$9000 (from \$8000) to allow the acquisition of a color copier and related copy material expenses.

Item 4b: For the **Board Liaison Report** Treasurer Ed Moreno reminded the FC that committee long-range plans are due by early March and will be reviewed with the committee chairs at a special session on March 21. The Board appointed a three-person sub-committee, including Ed Moreno, to conduct a review of the ECIA By-Laws. It was suggested that the Articles of Incorporation and the By-Laws be added to the ECIA web-site for easier access by property owners. Ed will take this suggestion back to the Board.

Item 5: The January 2009 **Financial Reports** were reviewed with minimal discussion.

Item 6: The FC **5-year plan** was then discussed. Nolan suggested adding to the items reviewed by Dan a "periodic review of FC processes, procedures and scope." Dan will incorporate this suggestion into his submission to the Board.

There being no other business, the meeting was adjourned at 11:20. The **next meeting** will be Monday, March 2, at 4PM.