

MINUTES OF ECIA FINANCE COMMITTEE

May 9, 2007 9:30am

The meeting was **called to order** at 9:30 a.m. by Dan Drobnis, Chair. Present were members Gisela Knight, Dee Cooper, Nolan Zisman, Pat Bell, Jean Stokes, and Bob Gaines; General Manager Bill Donohue and Board Liason Sandy Macgregor were also present. Ed Moreno and Allan McQuiston had excused absences.

1. No members of the public were in attendance for the **public forum**.
2. The **minutes** of the March 14, 2007, meeting were approved, as amended.
3. Bill answered a couple of clarification questions about the 4 month **financial statements**. Dan pointed out that the 2006 Annual Report Operating Funds statement shows the net increase in fund balance (\$ 79,624) being designated for operating contingency. Subsequent to sending the Report to the printer, the ECIA Board approved designating these funds to the Capital Reserve.
4. For his **Capital Project Update**, Bill reported that due to material cost inflation and design changes, the expected bid price for re-landscaping the patio area had risen from \$152,000 to about \$206,000. Rather than change the design or eliminate any of the proposed amenities, the Finance Committee (FC) unanimously approved a proposal to recommend to the Board an increase in the budget to \$210,000, and to separately recommend an oversight and advisory ad hoc committee be appointed by them to assist Bill in implementing the project. The FC agreed that one representative from the user community (Nolan volunteered), one from the Finance Committee (Dan volunteered), and one from the adjacent neighbors (Ed was suggested) should staff this group. This will be included in the recommendation. Bill reported the basketball court was under construction, should be done by the end of the month, and was on budget.
Bill then discussed the need to expend around \$3,000 in **contingency repair and replacement money** to replace a broken water valve at the community center. The FC unanimously agreed to recommend this to the Board. Bill feels the cost to repair the vandalism in the pool area can be covered out of available budget funds.
He also reported that the two special CDs and the Jefferson Bank CD would be converted to cash upon maturity in order to cover anticipated operating and replacement/repair expenses.
5. Sandy had nothing to report as **Board Liason**.
6. The proposed **Letter to the Board Regarding the management of Operating Fund Balances** was discussed at some length and several changes/clarifications, additions and deletions were proposed. Dan will put together another draft for FC review.
7. There was no **other business**.

The meeting adjourned about 11:00 a.m.