

**Continental Ranch Community Association**  
**Finance Committee Meeting Minutes**  
**At the Windmill Park Office**  
**February 13, 2013 at 6:30 pm**

**I. Call to Order** - By Dale Henson at 6:30 pm. A quorum was present for the meeting held at the Windmill Park Office.

<b>II. Roll Call</b>	<b>Interim Chairman</b>	Dale Henson
	<b>Secretary</b>	Lucas Baer
	<b>BOD Liaison</b>	Roxanne Ziegler
	<b>BOD President</b>	John Lambert
	<b>Management</b>	Aime Salinas
		Josh Seng
		Stephen Hinchliffe

**III. Guests:** Larry Lemieux, Nick Westphal

**V. Approval of Minutes:** November 14, 2013 Finance Committee Meeting Minutes  
(**Motion** – Baer / Ziegler – AIF)

**VI. Management Report:** Stephen Hinchliffe will be filling in temporarily for Aime in an accounting role.

**VIII. Review of Financials:**

Balance Sheet Report for November 30, 2012:

Operating Cash	550,158.68
Total Cash Reserve	978,505.55
Restricted Sunflower Mitigation Fund	13,680.23
Accounts Receivable	211,415.76
Other Assets	181,239.96
Pre-Paid Income Tax	6,569.00
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November 30, 2012 Total Asset	\$1,941,569.18

**Approval of November Financials: Motion** (Ziegler / Baer – AIF)

Balance Sheet Report for December 31, 2012:

Operating Cash	505,830.72
Total Cash Reserve	977,989.46
Restricted Sunflower Mitigation Fund	13,680.23
Accounts Receivable	181,432.59
Other Assets	181,239.96
Pre-Paid Income Tax	6,569.00

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December 31, 2012 Total Asset	\$1,866,741.96
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**Approval of December Financials: Motion** (Ziegler / Baer – AIF)

Balance Sheet Report for January 31, 2013:

Operating Cash	458,869.06
Total Cash Reserve	952,834.58
Restricted Sunflower Mitigation Fund	13,680.23
Accounts Receivable	141,245.59
Other Assets	175,511.96
Pre-Paid Income Tax	8,908.00

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January 31, 2013 Total Asset	\$1,751,049.42
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**Approval of January Financials: Motion** (Baer / Ziegler – AIF)

**IX. Old Business:** None

**X. New Business:**

- a) Alliance reserve fund is lower than needed to fund upcoming reserve expenses. **Motion** Recommend to BOD to move \$25,000 from BMO reserve to Alliance and to move \$75,000 from Compass reserve to Alliance (Baer / Ziegler – AIF).
- b) Currently held CDs have expirations of January, March and September. **Motion** Recommend to the BOD to reinvest Washington Federal CD currently expiring 3/22 into a 6 month CD to achieve a laddering of January, April, and September (Henson / Ziegler – AIF).
- e) Recommend to the BOD to place Larry Lemieux and Nick Westphal on finance committee. **Motion** (Ziegler / Henson – AIF).

**XI. Next Meeting Reminder:** March 13, 2013 Windmill Park Office, 6:30 PM.

**XII. Adjournment:** Meeting adjourned at 7:49 pm **Motion** (Ziegler/Baer – AIF).