

C.C.H.O.A.
505 Grand Caribe Isle
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HOMEOWNERS ASSOCIATION

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FINANCE COMMITTEE MEETING MINUTES

Robert Shugert, Chairman called the meeting to order at 9:00am on Thursday, October 12, 2010 in the conference room.

The Committee members present were:

Robert E. Shugert	Blue Anchor, Chairman
Jim Besikof	Blue Anchor
John Mc Lawhorn	Kingston Village
Fred Brown	Mardi Gras

Absence	John Pippenger	Antigua Village
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Staff Present	Larry Peterson, General Manager
	Pam Norwood, Office Manager

Others Present	Kevin Brenden, Dock Master
	Dave Love, Trinidad Director

New Business:

A motion was made by Jim Besikof and seconded by John McLawhorn to approve the July 15, 2010, Finance Committee Meeting Minutes. The Motion carried unanimously.

Bob Shugert reviewed the September 30, 2010 Financial Statement as well as the last three months Financials. He compared our current year below budget amount with our last year below budget and how we continue to control the expenses. A motion was made by Fred Brown and seconded by John Mc Lawhorn to recommend that the Board approve the September 30, 2010 Financial Statements. The motion carried unanimously.

The Finance Committee reviewed the September 30, 2010 Wells Fargo Advisors (Wachovia Securities) Reserve Statement and the current investment strategy. The committee discussed and approved the current investment strategy of investing only in FDIC insured CDs and securities of the United States Government. The portfolio will continue to be laddered over an eighteen month or two-year maturity structure with emphasis on the 12 month to 18 month maturities. It was pointed out by Chairman Shugert that the CDs are now paying only .4% to .75% (depending on maturity) and as a result of the lower yields our interest income will continue to decline further reducing our overall income. A motion was made by John McLawhorn and seconded by Fred Brown to continue with the current investment strategy. Motion carried unanimously.

The Committee convened into executive session to discuss the TVDI, legal costs.

Following the executive session the Committee returned to the General Sessions where the TVDI legal costs were tabled.

Larry Peterson requested an audit be performed regarding his responsibilities e.g. checks, contracts etc., during the 2010 – 2011 audit process. A motion was made by Jim Besikof and seconded by Fred Brown to add this request as part of the 2010 – 2011 Audit. The motion carried unanimously.

CC Wharfage Inc. was discussed by the Committee. It appears that CCHOA has no financial liability associated with the acquisition of CC Wharfage Inc unless we assume the Port Authority Port Lease Assignment. Our General Manager recommended that we not accept the Port Lease Assignment if offered because of the maintenance liability outlined in the Lease. It was also suggested that we do not re-activate CC Wharfage Inc with the State of California.

A discussion was held regarding Compliance with CC&R's & By-Laws re: Bonding & Insurance. A motion was made by Jim Besikof and seconded by John McLawhorn to refer this matter to the Insurance Committee to review the matter in January or February. The Motion carried unanimously.

Disclosure of Employee Wages & Retirement liability; The Committee recommended, if necessary, or requested by a Member to share the Wage Range (attached). The Committee also recommended that any requests for Retirement or Pension Fund liability be referred to our Annual Audit Report Note #4 Retirement Plan – “Eligible employees may elect to participate in the Associations’ simplified employee pension IRA SIMPLE Plan. Employees are immediately vested in the Plan for both the employee elected salary reduction contributions and the 3% employer contribution. The Association has contributed \$16,056 and \$15,257 for the employers’ portion of the pension plan for the years ending June 30, 2010 and June 30, 2009, respectively”.

Old Business:

Resolution 04-03- Finance Committee (Never approved)

The General Manager recommended certain changes be made to the Policy Manual instead of a resolution. Committee members were asked to submit any comments, edits or additions to the Policy Manual, Section 2 Finance and Section 4.1 Finance Committee to the General Manager.

The next meeting will be on January 18, 2011.

The meeting was adjourned at 11:00.

Robert E. Shugert, Chairman

WAGE RANGE
7/1/2010

STEP	LOW	HIGH	JOB DESCRIPTION
1	\$ 9.30	\$ 10.80	Maint Helper/Custodian, Asst. Gardener
2	\$ 10.30	\$ 12.35	Maint Tech 1, Custodian, Safety Officer
3	\$ 10.70	\$ 12.60	Pesticide Tech, Gardener
4	\$ 11.65	\$ 13.75	Asst. Irrigation Tech, Maint Tech 2, Asst. Crew Leader, Receptionist
5	\$ 12.70	\$ 15.05	Mechanic, Pool Tech
6	\$ 13.85	\$ 16.40	Maint Tech 3, Landscape Crew Leader Irrigation Tech
7	\$ 14.95	\$ 19.60	Admin Asst., Accounting Asst., Maint Foreman Landscape Foreman, Safety Foreman
8 exempt	\$19.60	\$ 30.90	Office Manager, Landscape Manager, Maintenance Manager, Director Safety & Code Enforcement, Dock Master
9 exempt	\$30.90	\$ 56.65	General Manager

07/10/2010

Date

Signature on File

Larry Peterson, General Manager