

**BRANDYWINE CONDOMINIUM ASSOCIATION, INC.
FINANCE COMMITTEE MEETING MINUTES**

Date: September 13, 2013

Location: Brandywine Hall

Committee Members Present

Roger Rummel
Tom Ondecker
Bob O'Keeffe
Ruth Adelson - President

Committee Member Absent

Karen Miller
Charles Fields

Owners Present:

There were 3 Unit Owners present.

Community Association Manager:

Chip Blunt

Call to Order:

The meeting was called to order by Roger Rummel at 11:00am.

Minutes

By proper motion by Mr. O'Keeffe, seconded by Mr. Ondecker, the minutes of June 2013 meeting were unanimously approved as presented.

August Financials

The Committee reviewed the August 2013 Financial Report. The Financial Report appeared to be in order. No further Committee action was required.

Associa New Invoicing

Mr. Rummel explained Associa's new invoicing system. All the invoices are e-mailed to Associa Headquarters in Dallas, TX for payment. The Manager approves all invoices on the computer prior to payment.

Comments

Comments were presented.

Date of Next Committee Meeting:

October 11, 2013

Adjournment:

By proper motion, the meeting was adjourned at 11:45am

Submitted:

*These minutes have been respectfully submitted to the Finance Committee for review by
Chip Blunt.*

Officer of the Association

Date

Print Name

DRAFT