

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

Date: October 16, 2015

Location: Brandywine Hall

Board Members

Present

Bob Alger
Bob O’Keeffe
Karen Miller
Tom Ondecker
Connie Myers
Roger Hervey, Ex Officio - via phone

Committee Members

Absent:

None

Owners Present:

There were 17 Unit Owners present.

Community

Association Manager

Rene Dahl, CMCA

Call to Order:

The meeting was called to order by Bob Alger, Chairman, at 10:01am. A quorum was verified.

Minutes

By proper motion by Karen Miller, second by Bob O’Keeffe, the minutes of September 11, 2015, were unanimously approved as presented.

Chairman’s comments

We have a new committee member Constance Myers. Connie has an accounting background and will be very beneficial to the Finance Committee.

Election time for Brandywine is coming up. If you have an interest in the community please consider running for the Board of Directors. You will have fun!

OLD BUSINESS

2016 Budget

- Motion by Tom Ondecker, second by Karen Miller, to recommend to the Board of Directors, to accept the proposed 2016 budget: as presented. Motion passed.

NEW BUSINESS

Financials

The Committee reviewed the September 2015 Financial Reports. The Financial Reports appeared to be in order. No further Committee action was required.

Owner balances

- Motion by Karen Miller, second by Connie Myers, to recommend to the Board of Directors to approve writing off amounts over and under \$1 from owner balances. Motion passed.

2015 Audit Agreement

- Motion by Karen Miller, second by Tom Ondecker, to recommend to the Board of Directors to contract with the same auditor as last year (Gerstle, Rosen & Goldenberg P.A.) for the 2015 and 2016 taxes and Audit. Motion passed

Union Bank

- Motion by Tom Ondecker, second by Connie Myers, to recommend to the Board of Directors to open an operating account with Union bank in San Francisco but leave the Wells Fargo operating account open and move the cash into it while considering another bank for the primary operating account. Motion passed.

Comments from owners Owners would like to view the pack two days prior to the meeting.

Date of Next Committee Meeting: November 13, 2015

Adjournment: By proper motion, the meeting was adjourned at 11:43 am.

Submitted: These minutes have been respectfully submitted to Treasurer for review by Rene Dahl.

Bob Alger, Treasurer

Date