

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

Date: February 12, 2016

Location: Brandywine Hall

Board Members
Bob Alger
Bob O’Keeffe (10:15)
Karen Miller
Connie Myers
Roger Hervey, Ex Officio

**Present
Committee Members**

Absent: Tom Ondecker

Owners Present: There were 22 Unit Owners present.

**Community
Association Manager** Rene Dahl, CMCA

Call to Order: The meeting was called to order by Bob Alger, Chairman, at 10:02 am. A quorum was verified.

Minutes By proper motion by Karen Miller, second by Connie Myers, the minutes of the January 15, 2016, were unanimously approved as presented.

Chairman’s Comments The BOD President will send a letter to Associa about the Financials not getting to us on time.

OLD BUSINESS The Committee reviewed the December Financial Report. The report appeared to be in order. No further Committee action required.

NEW BUSINESS

Financials The Committee could not review the January financial report because it was not yet available.

- Motion by Bob O’Keeffe, second by Karen Miller, to recommend to the BOD that transfers from Union Bank to Wells Fargo occur on the 5th, 10th and 20th. Of any funds over \$500. Motion passed.

Pool Project Financing Options

- Motion by Bob O’Keeffe, second by Connie Myers, to recommend to the BOD to notify the unit owners by March 1, 2016 that the Special Assessment will be due April 1, 2016, Owners with any problem paying the assessment will need to secure funds on their own. Motion passed.

Comments from owners -All owners present were given opportunity to comment on the prevailing decision on paying the Special Assessment.
-We need to put the collection procedures in the letter for the Special Assessment.

**Date of Next
Committee Meeting:** March 11, 2016

Adjournment: By proper motion, the meeting was adjourned at 11:37 am.

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

Bob Alger, Treasurer

Date

DRAFT