



OPEN MEETING

**FINANCE COMMITTEE MEETING
REPORT OF THE REGULAR OPEN SESSION**

Tuesday, April 27, 2021 – 1:30 p.m.
Virtual Meeting

MEMBERS PRESENT: Azar Asgari – Chair, Sue Margolis, Carl Randazzo, Andre Torng, Diane Casey, Advisor: Dick Rader

OTHERS PRESENT: United - Manuel Armendariz, Elsie Addington

VMS – Juanita Skillman

Select Audit Task Force Representative – Elizabeth Roper

MEMBERS ABSENT: None

STAFF PRESENT: Jeff Parker, Betty Parker, Steve Hormuth, Jose Campos, Christopher Swanson

Call to Order

Director Asgari, Treasurer, chaired the meeting and called it to order at 1:30 p.m.

Acknowledgment of Media

The meeting was streamed live on the Laguna Woods Village website.

Approval of Agenda

By consensus, the agenda was approved as presented.

Approval of the Regular Meeting Report of March 30, 2021

By consensus, the committee meeting report was approved with the following revision:

- Revert Chair Remarks to original statement sent by Chair.

Chair Remarks

The root of many problems is lack of communication...or better said...is lack of direct communication. I am sure that no one can undermine the value of early and timely dialog and discussion about issues in order to avoid unnecessary conflict. With that said, I am suggesting that the CEO of VMS establish office hours. That means two hours in a week the door of the CEO office or in our case the zoom link is open to any directors that want to talk directly to Mr. Parker. Creating office hours helps directors to know when the CEO can be available. As Benjamin Franklin said "an ounce of prevention is better than a pound of cure."

Member Comments (Items Not on the Agenda)

Director Torng commented on the project contract proposal and the financial analysis associated with them.

Department Head Update

Betty Parker, Chief Financial Officer, provided updates on the 2022 budget process, banking services, collections services, 2020 audit, insurance, property tax refunds and reserve payment approvals.

Review Preliminary Financial Statements dated March 31, 2021

The committee reviewed financial statements for March 31, 2021 and questions were addressed. Staff will provide a mapping of the General Ledger to the committee including a breakdown of the GRF Non-Controlling Interest line item on United's balance sheet.

Compensation and Outside Services

The committee reviewed the report. No actions were requested or taken.

2020 Audit Bridge Report

The committee reviewed the 2020 audit bridge report. Questions were addressed and per the request of Director Asgari a revised report will be sent out eliminating the supplemental details after the section titled Final Board Financials for December 31, 2020.

Temporary Borrowing from Operating and Reserves

The committee discussed the memo from staff on the practice of temporary borrowing from Operating and Reserve Funds with borrowings increasing during months of large payments such as property taxes and prepaid insurance. Increased borrowings are caused by the timing of payments differing from timing of assessments. No action was taken yet the original temporary borrowing staff report is to be presented to the board including the memo as a supplemental attachment.

Mutual Owned Appliance Record

Ernesto Munoz, Director of Maintenance and Construction, was unable to attend the committee meeting. The topic was moved to Future Agenda Items.

Future Agenda Items

Mutual Owned Appliance Record

Committee Member Comments

None.

Date of Next Meeting

Tuesday, May 25, 2021 at 1:30 p.m. and will be held virtually.

Recess to Closed Session

The meeting recessed to closed session at 4:35 p.m.

azar asgari

azar asgari (Nov 22, 2021 09:00 PST)

Azar Asgari, Chair