

WLLA FINANCE COMMITTEE: May Report

Members: Carol Gillen (chair), John Carroll, Lena Fullem, Dan Murphy, Rich Pachler & John Schwenkler

May 1, 2021: Meeting held via Zoom. Carol, Lena, Dan, Rich & John S attending.

- I. BANK STATEMENTS: May statements reviewed & ok'd by email by John S, John C, Dan, Rich & Lena.
- II. OLD BUSINESS: 1120-H was prepared by Zavada and filed.
- III. RULES & REGULATIONS: Rewrite of the front "Rules" section is underway. The updating of the "Assessments, Arrearages, and Liens" section is discussed.

ACTION ITEM: CAPITAL IMPROVEMENT FEES in intra-family transfers is part of that R&R's section. Board direction is requested to understand if the board would support modification.

- a. Planned Community Act requires waiver of the fee for a gratuitous (gifted) intra-family transfer. In the event of sale, the fee is not required to be waived.
 - b. Our current rule is more generous, waiving this fee for all intra-family transfers (sales included).
 - c. Board direction was requested at the April BOD meeting. The board requested more time to consider.
- IV. RECORDS RETENTION: this discussion arises out of Rich's understanding that insurers are leaving more responsibility for confidentiality breach and cyber crime on insureds.
 - a. The Committee recommends transition to electronic records going forward. John S will work with Kathy.
 - b. We continue to discuss our working document (based on 3 documents with recommended timetables for retention, 2 from CAI, 1 from Anne Weaver). Once a time table is established, destruction of old documents can be undertaken. Dan & Lena volunteer to help sort & shred.
- V. NON-DISCLOSURE: this discussion arises out of Rich's understanding that insurers are leaving more responsibility for confidentiality breach and cyber crime on insureds.
 - a. Rich's first draft of the non-disclosure is discussed.
 - b. Policy will be a longer term goal.
- VI. BALANCE SHEET: Effects of old A/R, Bad Debt, and Retained Earnings are improving (diluting out over time). Various balance sheet reports and the complications of reporting on a cash basis and A/R being an accrual function are discussed. The balance sheet as formatted in our annual audit is recommended.
- VII. ONGOING PROJECTS – no progress to report at this time.
 - A. PROOF OF FINANCIAL RESPONSIBILITY: This is a requirement that we need to meet for the state. Ed Zimmermann, Dam Committee Chairman, raised this issue at the January BOD meeting. We should expect to take a support role.