

INFORMATION



January 24, 2019

Subject: 5501 Committee Report - 1/22/2019 Meeting

BACKGROUND:

California recently passed AB2912 which is effective January 1, 2019, created new civil code 5500/5501.

1. Civil Code 5500 Items Monthly Review Meeting Items
 - a. Current reconciliation of association's operating accounts
 - b. Current reconciliation of association's reserve accounts
 - c. Current year's actual operating revenues and expenses compared to budget
 - d. Latest account statements prepared by the financial institutions for all accounts
 - e. An income and expense statement for the association's operating and reserve accounts
 - f. Check register, monthly general ledger, and delinquent assessment receivable reports
2. Civil Code Monthly CA5501 Report
 - a. A statement that subcommittee members have reviewed the items in 1. above
 - b. A statement regarding any findings of noteworthiness, including any corrections which need to make in subsequent the review month and or subsequent months.
 - c. Acknowledgment by subcommittee participants of participation in review

REPORT:

- a. The committee met on January 22, 2019 from 1pm to 3:30pm and reviewed items in 1. above for December 2018.
- b. The committee noted no adjustments necessary to the December 2018 financial statements. Items for follow-up at a future date include the following:
 - a. Lodge Banquets a separate department, pros/cons – need Board direction
 - b. Communications/Marketing department efforts – Board members attending suggest this be considered for a future Board meeting agenda topic
 - c. Retail financial performance – a recap of retail by location will be prepared for Board review
- c. Committee Attendees (Acknowledgment received via email confirmation for all listed below)
 - a. Jeff Connors, Treasurer
 - b. Jennifer Jennings, President
 - c. Robb Etnyre, General Manager
 - d. Dave Hunter, Finance Committee designee
 - e. John Dundas, Finance Committee member
 - f. Michael Salmon, Director of Finance
 - g. Melanie Rives, Controller
 - h. Tracy Pearson, Senior Accountant

Prepared by: Michael Salmon, Director of Finance

Board Agenda Meeting Date: January 26, 2019

GM Approval for Agenda: _____