

HPPOA FINANCE COMMITTEE Meeting Minutes

February 13, 2014

The meeting was called to order at 9:00 am. Joan Galante, June Conant, Vern Presnall, Dale Watson, General Manager Scott Reilling and Administrative Assistant Cathy Fincher were present. Member Steve Crawford was absent. The meeting took place in the HPPOA Activity Center Library.

Agenda was adjusted at GM's request to include: Review of draft of 2014-2015 Operating Budget Income and Radio Communication system for Neighbor Watch.

Year to date expenses were reviewed and all items over budget were explained. The continued work on collections

2. Review all month end financial reports for January 2014.

January 2014 expenses were within budgeted guidelines. It was noted that there was no expense for Road Materials. GM held up on purchasing road material until the Board approved the vendor. The Association will be temporarily using Puna Rock until Committee for Road Testing makes its recommendation.

All other month end reports were reviewed.

3. Updates:

1. **Update on progress of local collection agency for delinquent accounts.** Committee will recommend to the Board that we assign 5 delinquent accounts to Frank Huff Collection Agency in order to evaluate results and costs.
2. **Update on progress of collections of Japan delinquent accounts.** June Conant has a contact that has had some positive results working on Japan delinquent accounts for Fern Acers Association. She will see if they will be willing to work with HPPOA accounts.
3. **Update on progress of problems in Japan foreclosures.** June Conant is continuing to work with Ted Hong. This is a long process and she will report any new developments.
4. **Update on recovery of the burglary items.** Due to the settlement procedures of our insurance carrier information needed to complete final report has been delayed. Cathy will prepare report as soon as she receives complete detailed information from our carrier.
5. **Update on local gas credit card for Road Supervisor.** It was noted that we have a local gas credit card. What is needed is a gas credit card for the Hilo area. GM is working on this.

4. Discuss schedule of billings for delinquent Road Fees. GM stated that sending out only one 2nd billing to owners who fail to pay their yearly Road Fee billing by the end of March is not enough. He recommended that HPPOA send out statements on April 1, July 1, and October 1. This will let the delinquent owners know that HPPOA is serious about collecting delinquent road fees. The Committee agreed with this new billing procedure.

5. Discuss Extra Burden Fees. The committee is still working on how best to proceed with this project.

6. Added Agenda Item: Review draft of 2014 -5015 Operating Budget Income. GM presented worksheet on proposed budgeted income. Road Fees will remain at \$275. Other income such as interest, lien fees, transfer fees and Annual General Fund Payment to Non-Roads were discussed. GM will continue to work on operating budget expenses to present at the March Finance Meeting.

7. Added Agenda Item: Radio Communication System for Neighbor Watch. GM presented proposal to the Committee. The Committee agreed that it was a good idea. The expense would be split between Roads and Non-Roads with a larger percentage going to Non-Roads. GM will be presenting this proposal to the Board at the February 19th Meeting.

Meeting adjourned at 11:00 am. Next meeting March 12, 2014 at 9 am in the HPPOA Activity Center Library.

Respectfully submitted, Joan Galante, Treasurer