1. Call to Order
   a. The meeting was called to order at 7:10 pm.
   b. Members Present: Chairman Jeff Gathers, Mahl Avila, Bryan Schneider, Takis Taousakis, Bill Blumberg, Joan Lampe
   c. Member Absent: Ted Pickett (joined meeting at 7:25)
   d. Board Liaison Present: Megan Brock, CSCA Board Treasurer

2. Approval of Agenda
   a. The agenda was approved unanimously.

3. Approval of Minutes
   a. The January 26, 2017 draft minutes were approved unanimously.

4. Resident Open Forum
   a. Resident Alexandru Cebotari attended as an applicant for an open position on the FAC. Mr. Cebotari provided the committee members with his background in Finance as a portfolio and risk manager for the World Bank. Mr. Cebotari has expressed his interest in serving Cameron Station through committee membership. The Committee will vote on his membership application (along with that of another applicant) at the conclusion of the March 23, 2017 meeting.

5. Review of Financial Results
      i. Earlier on the day of this meeting, a fourth and final updated version of the year-end financial report (including variance commentary) had been distributed to members and the Board by e-mail. Hard copies were also available at the FAC meeting.

      ii. Members discussed the process used by CMC to communicate budget variances. Timeliness in reporting variances has been an ongoing concern, but this issue figured most significantly in reviewing the December 31 (fiscal year-end) editions. Variances related to disbursements at any point in December of 2016 were first exposed to Board and FAC review on January 26, 2017. As noted, the final adjusted and annotated version was not available until another four weeks had passed.

      iii. Further discussion focused on the apparent disregard (specifically in the closing months of 2016) for annual line item budgets in management’s process of authorizing incremental expenditures. Several members commented on the more rigorous budget adherence protocols that are in effect at their various current and former places of employment.
iv. Mr. Gathers stated that the Board and FAC concerns range from additional out-of-season expenditures for landscape projects (including, but not limited to, tree removals) by Lancaster Landscapes during the last two months of the year to expensive computer network repairs and “duplicate” administrative salaries for turnover-related training. An extraordinary estimated tax payment in December of $54,700 (related to the “Greenvest proceeds) was anticipated but accounted for less than half of the $125,000 total variance in December – and only 25% of the full year’s expense variance of $203,000.

v. Mr. Gathers and Ms. Brock confirmed that the Board is reviewing the year-end financial situation closely and plans to have follow-up discussions with CMC management – both at the local (Cameron Station) and corporate management levels regarding the items listed above.

   i. The January report was reissued today by CMC with a small adjustment in the “bottom line” (approximately $5k) from the earlier version due to the re-issue of the December 2016 final statements. A few items were mentioned for clarification, but no significant matters were noted.

6. Old Business
   a. Finance Committee Vacancy
      i. See 4.a. above. An additional applicant has shown interest in the open position but was unable to attend this meeting. She does plan to present herself at the March meeting.
      ii. The additional vacancy will become official after the current meeting, when Bryan Schneider’s resignation is effective.
   b. Ted Pickett reported on a Board-authorized project related to potential movement of funds from current banks’ money market accounts to a credit union, thereby improving on the exceptionally low current rates of return. Ted indicated that he has drafted a report for the Board on this subject and is awaiting comments from the chairman before submitting.

7. New Business
   a. Members voted to appoint Joan Lampe as the FAC Recording Secretary-Motion passed unanimously.
   b. Mr. Gathers gave Management Office copies of the most recent CSCA Reserve Studies to new FAC members, including Mr. Taousakis, Ms. Lampe and Mr. Blumberg. Other members will be provided current versions of revised sections as soon as they can be printed.

8. Executive Session:
   a. FAC committee members raised additional January cash disbursement issues for discussion.
   b. Jeff distributed a spreadsheet that he prepared for the January Board meeting. The table listed 22 line items (expense categories) that were over budget by at least $1,000 each during December 2016, contributing dramatically to the net negative budget variance for the month of $125,000.

9. The meeting was adjourned at 9:03 pm. Members extended thanks and best wishes for Bryan Schneider, who has resigned from the FAC due to his pending overseas relocation.