

## PCA Finance Report for March 01, 2022 to March 31, 2022

### 1. Account Balances as of 31-Mar-2022:

David Keim, Treasurer

Account	Balance
Checking	70,527.96
Savings	10,892.91
General Reserve	23,843.29
Townhouse Reserve	23,636.75
<b>Total:</b>	<b>128,900.91</b>

NOTE: These balances were reported by our banks as of the date shown. These balances may not include recent debits or credits that the bank has not yet applied to the PCA accounts. Refer to Section 2 to see all expenditures made during the month.

### 2. Checking Account Ledger for March 2022:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 Mar	(Incoming Balance)				60,793.33
1-Mar-2022	Deposit Batch B04, e-payments transferred from PayPal account: \$3,356.40--2022, \$6.68--2021, \$182.32--2020, \$0.60--2023.			3,546.00	64,339.33
28-Mar-2022	Deposit Batch B05, bank deposit: \$4,869.00--2022, \$191.57--2021, \$163.37--2020, \$60.00--2019, \$118.69--2018, \$751.00--insurance refund, \$35.00--re-sale package.			6,188.63	70,527.96
29-Mar-2022	Potomac Edison; Jan->Feb electric service.	1983	43.67		70,484.29
29-Mar-2022	Verizon; 03-Mar-2022 voice-mail invoice; March service.	1984	70.72		70,413.57
29-Mar-2022	Gardner Law Firm, P.C.; 28-Feb-2022 invoice #1302; \$1.06 for postage; \$45.50 for handling resident payment and closing court case.	1985	46.56		70,367.01
29-Mar-2022	Damascus Enterprises, Inc.; \$1,597.00 for 12-Mar snow removal and ice treatment.	1986	1,597.00		68,770.01
29-Mar-2022	U.S. Postal Service; Apr-2022 -> Mar-2023 post office box rental (#222).	1987	216.00		68,554.01
29-Mar-2022	Adeptus Partners, LLC; 2020 audit payment 3 of 3 -- Issuance of draft 2020 Audited Financial Statement.	1988	1,250.00		67,304.01
29-Mar-2022	Jonathon Robinson; WFM Park trash removal and CV Park litter cleanup, March 2022.	1989	40.00		67,264.01
29-Mar-2022	New Generation Trash, LLC; Apr/May/June trash service at Club View Park.	1990	45.00		67,219.01
31 Mar	(Ending Balance)				67,219.01
<b>Total Monthly Disbursements:</b>			<b>3,308.95</b>		

### 3. Income Log for March 2022

Source	Date	Amount	Product/Service
Residential Assessment Income	01-Mar-2022	3,546.00	Assessment Returns, Deposit Batch #04, electronic transfer.
Residential Assessment Income	28-Mar-2022	5,402.63	Assessment Returns, Deposit Batch #05, bank deposit.
Refund of Insurance Premium	28-Mar-2022	751.00	Insurance Premium Refund (from Maryland Unclaimed Funds).
Non-Exempt Income	28-Mar-2022	35.00	Re-Sale Package Sales, Deposit Batch 05, bank deposit.
Non-Exempt Income		0	Newsletter Ad Sales
Non-Exempt Income		0	Field Use Fees
<b>Total Income:</b>		<b>9,734.63</b>	

NOTE: Income log does not include earned interest.

### 4. Log of Treasurer's Actions

- Completed processing of assessment payments; paid invoices; reconciled bank statements with PCA records.
- Maintained 2022 Member Account Log (contains resident contact information and assessment payment records).
- Prepared monthly finance, budget analysis, and assessment collections reports for March 2022.
- On 30-Mar responded to additional accountant questions for the 2020 audit; sent the auditor's draft 2020 Audited Financial Statements to the Board for review.