

PCA Finance Report for April 01, 2022 to April 30, 2022

1. Account Balances as of 30-Apr-2022:

David Keim, Treasurer

Account	Balance
Checking	61,869.36
Savings	10,893.00
General Reserve	29,843.50
Townhouse Reserve	25,941.15
Total:	128,547.01

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 April 2022:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 Apr	(Incoming Balance)				67,219.01
6-Apr-2022	Deposit Batch B05, e-payments transferred from PayPal account: \$3,240.00--2022, \$648.00--2021, \$189.00--duplicate pmt, \$35.00--re-sale package.			4,112.00	71,331.01
11-Apr-2022	Potomac Edison; Feb->Mar electric service.	1991	60.25		71,270.76
11-Apr-2022	Verizon; 03-Apr-2022 voice-mail invoice; April service.	1992	75.30		71,195.46
11-Apr-2022	Wolff Tree & Landscape, LLC; Invoice 5601 -- remove Bush Hill Ct diseased crab apple tree; remove two piles of fallen branches at Club View Park.	1993	1,000.00		70,195.46
11-Apr-2022	Jonathon Robinson; WFM Park trash removal and CV Park litter cleanup, April 2022.	1994	40.00		70,155.46
11-Apr-2022	Pasimani Fryauff; \$189.00 refund of duplicate assessment, 24109 Sugar Cane Lane.	1995	189.00		69,966.46
11-Apr-2022	David J. Keim; \$58.00--postage; 3 x \$39.75--monthly charge for M-S 365 Bus Std, three users, 24-Dec->23-Jan, 24-Jan->23-Feb, 24-Feb->23-Mar; \$165.94--printing of invoicing inserts and invoicing cover letters; \$183.42--printing of 12 dog care signs; \$35.49--top soil for Amb Ct mailbox replacement.	1996	562.10		69,404.36
26-Apr-2022	Deposit Batch B06: \$311.00--2022, \$32.03--2020, \$27.97--2019, \$20.00--park use fee (all mobile deposit except \$261.00 done at bank).			391.00	69,795.36
27-Apr-2022	Deposit Batch B06, e-payments transferred from PayPal account: \$189.00--2022.			189.00	69,984.36
27-Apr-2022	Transfer to General Reserve Fund for 2022; budgeted annual contribution.		6,000.00		63,984.36
27-Apr-2022	Transfer #1 to T-H Reserve Fund: \$72.00 for each of the 32 of 60 accounts; total transferred for 2022 is 32 of 60.		2,304.00		61,680.36
30 Apr	(Ending Balance)				61,680.36
Total Monthly Disbursements:			10,230.65		

3. Income Log for April 2022

Source	Date	Amount	Product/Service
Residential Assessment Income	06-Apr-2022	4,077.00	Assessment Returns, Deposit Batch #05, electronic transfer.
Residential Assessment Income	26-Apr-2022	371.00	Assessment Returns, Deposit Batch #06A, bank deposit.
Residential Assessment Income	26-Apr-2022	189.00	Assessment Returns, Deposit Batch #06A, electronic transfer.
Non-Exempt Income	06-Apr-2022	35.00	Re-Sale Package Sales, Deposit Batch 05, electronic transfer.
Non-Exempt Income		0	Newsletter Ad Sales
Non-Exempt Income	26-Apr-2022	20.00	Field Use Fees, Deposit Batch #06-A.
Total Income:		4,692.00	

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 April 2022.
- Completed my review of the auditor's 2020 Draft Audit Report; re-sent the Report to the Board for review.