

## PCA Finance Report for March 01, 2024 to March 31, 2024

### 1. Account Balances as of 31-March-2024:

David Keim, Treasurer

Account	Balance
Checking	84,470.45
Savings	10,909.69
General Reserve	35,894.81
Townhouse Reserve	34,234.07
<b>Total:</b>	<b>165,509.02</b>

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

### 2. Checking Account Ledger for March 2024:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 March	(Incoming Balance)				78,718.61
5-Mar-2024	Deposit Batch B04 - Bank Branch Deposit, 24 checks (24 accounts): \$5,572.00--2024-prin.			5,572.00	84,290.61
5-Mar-2024	Deposit Batch B04 - E-payments transferred from PayPal account, 9 pmts for 8 accounts: \$1,776.00--2024-prin; \$207.00--2023-prin, \$12.42--2023-int, \$189.00--2022-prin, \$22.68--2022-int, \$35.00--re-sale package.			2,242.10	86,532.71
6-Mar-2024	Transfer #1 to T-H Reserve Fund for 2024; 41 of 60 accounts at \$82.00 each; 41 of 60 now deposited.		3,362.00		83,170.71
11-Mar-2024	U.S. Postal Service; Apr-2024 -> Mar-2025 post office box rental (#222).	2137	236.00		82,934.71
11-Mar-2024	Gardner Law Firm, P.C.; 31-Jan invoice #2603; \$118.26--collections (comm with resident & PCA; notice of summons sent to process servers for two residents).	2138	118.26		82,816.45
19-Mar-2024	Deposit Batch B05-A - Bank Mobile Deposit, 6 pmts for 6 accounts: \$1,155.54--2024-prin, \$54.46--2023-prin.			1,210.00	84,026.45
21-Mar-2024	Deposit Batch B05-A - E-payments transferred from PayPal account, 2 pmts for 2 accounts: \$444.00--2024-prin.			444.00	84,470.45
31 March	(Ending Balance)				84,470.45
<b>Total Monthly Disbursements:</b>			3,716.26		

### 3. Income Log for March 2024:

Source	Date	Amount	Product/Service
Residential Assessment Income	05-Mar-2024	5,572.00	Assessment Returns, Deposit Batch #B04, Bank Branch Deposit.
Residential Assessment Income	05-Mar-2024	2,242.10	Assessment Returns, Deposit Batch #B04, E-Pmt transfer from PayPal Account.
Residential Assessment Income	19-Mar-2024	1,210.00	Assessment Returns, Deposit Batch #B05-A, Bank Mobile Deposit.
Residential Assessment Income	21-Mar-2024	444.00	Assessment Returns, Deposit Batch #B05-A, E-Pmt transfer from PayPal Account.
<b>Total Income:</b>		9,468.10	

NOTE: Income log does not include earned interest.

#### 4. Log of Treasurer's Actions

- Processed assessment payments; paid invoices; reconciled bank statements with PCA records.
- Maintained 2024 Member Account Log (contains resident contact information and assessment payment records).
- Maintained 2024 Checking Ledger & Budget Report.
- Prepared monthly finance report for March 2024.
- 2024 Invoicing:
  - The 2024 invoices were prepared between January 09 and 18. Most of the invoices were mailed to residents on 16-Jan, and all were mailed by 18-Jan. This year the payment deadline has been extended to 15-Feb.
  - 64% of accounts were paid by the 15-Feb-2024 deadline.
  - The second invoice is being planned.
- 2023 Collections:
  - Two accounts were sent to the attorney on 19-Jan-2024; complaints for the District Court were signed on 26-Jan. 1 of 2 accounts paid in full on 11-Mar-2024.
- 2024 Collections:
  - 9 accounts have been identified as owing between 2 and 3 years of assessment; we will make additional attempts to collect from these accounts, then consider sending some to collections later in the year.
- 2024 Asphalt Project: On 19-Mar analyzed a proposal received from Priority Paving; referenced pricing and schedule from the PCA's 2023 Reserve Study V.3, and assessed the funds the PCA has available for the tasks. Found the seal-coating costs to be high. Preliminary conclusion is that the PCA can afford to do this work, but other proposals are recommended, and the seal-coating cost should be questioned.