

## PCA Finance Report for June 01, 2025 to June 30, 2025

### 1. Account Balances as of 30-June-2025:

David Keim, Treasurer

Account	Balance
Checking	96,680.73
Savings	10,923.32
General Reserve	15,692.85
Townhouse Reserve	11,439.62
<b>Total All Accounts:</b>	<b>134,736.52</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 June 2025:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 June	(Incoming Balance)				97,369.22
2-Jun-2025	Deposit Batch B08-B - Mobile Deposit, 1 pmt for 1 account: \$238.00--2025-prin, \$222.00--2024-prin, \$37.08--2024-int, \$207.00--2023-prin, \$23.76--2023-int, \$189.00--2022-prin, \$11.34--2022-int, \$170.00--legal fees.			1,098.18	98,467.40
4-Jun-2025	Deposit Batch B08-B - E-Payments transferred from PayPal account, 5 pmts for 5 accounts: \$1,036.00--2025-prin, \$96.39--2023-prin, \$33.41--2022-int.			1,165.80	99,633.20
5-Jun-2025	Potomac Edison; 30-May invoice; 23-Apr to 19-May electric service for Main Sign and for Club View Park; \$66.76 + \$0.50 pmt fee.	E-Xfer	67.26		99,565.94
6-Jun-2025	[ budget category? ] Grace Towing and Recovery, LLC, Invoice P-24176; charges for 29-May-2025 towing of 1 untagged vehicle.	2210	170.00		99,395.94
6-Jun-2025	Gardner Law Firm, P.C.; 02-Jun Invoice 3445; collections cases -- answer questions for and open 1.	2211	483.76		98,912.18
6-Jun-2025	Nathan Booth; reimbursement for May newsletter printing,	2212	354.41		98,557.77
24-Jun-2025	Deposit Batch B08-C - E-Payments transferred from PayPal account, 2 pmts for 2 accounts: \$238.00--2025-prin, \$130.96--2023-prin.			368.96	98,926.73
24-Jun-2025	Deposit Batch B08-C - Mobile Deposit, 2 pmts for 2 accounts: \$238.00--2025-prin, \$44.42--2024-prin, \$5.58--2024-int.			288.00	99,214.73
24-Jun-2025	Howell Brothers Lawn & Landscaping, LLC; 4 of 10 monthly payments for 2025 landscaping contract, Invoice 28117.	E-Xfer	3,455.00		95,759.73
25-Jun-2025	David Keim; reimbursements: 2x \$39.39--Microsoft 365 Apr/May invoices; 2 x \$8.00--Exchange Online license fee, Apr/May invoices; 2 x \$8--Teams Phone, Apr/May services; \$57.51--annual renewal of domain names; 2 x \$5.58--mailing of Fed & MD 2024 tax filings; \$73.00--1 roll stamps; \$41.33--10 reams copy paper; \$185.00--room rentals Jan->May; \$46.25--room rental Jun; \$12.00--Yahoo Mail annual fee; \$63.59--ESET annual security SW fee.	2213	600.62		95,159.11
25-Jun-2025	Green Pastures Outdoor Care; Invoice 5778; Bush Hill Ct and Ambergate Ct clean-up & seeding.	2214	1,300.00		93,859.11

28-Jun-2025	Deposit Batch B09-A - Mobile Deposit, 1 pmt for 1 account: \$238.12--2025-prin, \$222.00--2024-prin, \$35.66--2024-int, \$207.00--2023-prin, \$22.34--2023-int, \$9.92--2022-int, \$165.32--2021-prin, \$20.64--2021-int.			921.00	94,780.11
30 June	(Ending Balance)				94,780.11
	<b>Total Monthly Disbursements:</b>			<b>9,070.05</b>	

### 3. Income Log for June 2025:

Source	Date	Amount	Product/Service
Residential Assessment Income	02-Jun-2025	1,098.18	Assessment Returns, Deposit Batch #B08-B, Bank Mobile Deposit.
Residential Assessment Income	04-Jun-2025	1,165.80	Assessment Returns, Deposit Batch #B08-B, E-Pmt transfer from PayPal Account.
Residential Assessment Income	24-Jun-2025	368.96	Assessment Returns, Deposit Batch #B08-C, E-Pmt transfer from PayPal Account.
Residential Assessment Income	24-Jun-2025	288.00	Assessment Returns, Deposit Batch #B08-C, Bank Mobile Deposit.
Residential Assessment Income	28-Jun-2025	921.00	Assessment Returns, Deposit Batch #B09-A, Bank Mobile Deposit.
<b>Total Income:</b>		<b>3,841.94</b>	

NOTE: Income log does not include earned interest, refunded utility costs, or refunded contract payments.

### 4. Log of Treasurer's Actions

- Processed assessment payments; paid invoices; reconciled bank statements with PCA records.
- Maintained 2025 Member Account Log (contains resident contact information and assessment payment records).
- Maintained 2025 Checking Ledger & Budget Report.
- Prepared monthly finance reports for June 2025.
- 2025 Assessment Receipts: 5 deposit batches were processed in June, with \$3,841.94 in proceeds. As of 30-June, 349 of 406 accounts had made an assessment payment, and 342 accounts were fully paid for 2025, leaving 64 accounts that owed for 2025; there were 32 accounts that owed for a previous year; there were 66 accounts that owed for some year.