

PCA Finance Report for March 01, 2020 to March 31, 2020

1. Account Balances as of 31-March-2020:

David Keim, Treasurer

Account	Balance
Checking	83,883.62
Savings	5,923.90
General Reserve	11,832.43
Townhouse Reserve	17,681.10
Total:	119,321.05

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 Cash Flow Log for March 2020:

Date	Description	Chk #	Disbursement	Deposit	Balance
01 March	(Incoming Balance)				68,509.74
2-Mar-2020	Deposit Batch 04, check and cash payments from 27-Jan to 18-Feb: \$13,814.60--2020, \$582.00--2019, \$501.02--2018, \$332.84-2017, \$38.42--2016.			13,417.02	81,926.76
2-Mar-2020	Deposit Batch 04, transferred from PayPal account, payments from 27-Jan to 18-Feb: \$1,614.60--2020, \$175.84--2018, \$166.42--2017.			1,956.86	83,883.62
28-Mar-2020	Potomac Edison; Dec->Jan electric and Jan->Feb electric.	1826	118.04		83,765.58
28-Mar-2020	Pink Disposal; Feb->May Trash Removal at Club View Park.	1827	60.00		83,705.58
28-Mar-2020	U.S. Postal Service; Apr-2020 -> Mar-2021 post office box rental.	1828	150.00		83,555.58
28-Mar-2020	Jonathon Robinson; WFM Park trash removal and CV Park litter cleanup, Feb 2020.	1829	40.00		83,515.58
31 March	(Ending Balance)				83,515.58
Total Monthly Disbursements:			368.04		

3. Income Log for March 2020

Source	Date	Amount	Product/Service
Residential Assessment Income	02-Mar-2020	13,312.02	Assessment Returns, Deposit Batch #04, bank deposit.
Residential Assessment Income	02-Mar-2020	1,956.86	Assessment Returns, Deposit Batch #04, electronic transfer.
Residential Assessment Income			
Residential Assessment Income			
Non-Exempt Income	02-Mar-2020	105.00	Re-Sale Package Sales, Deposit Batch 04.
Non-Exempt Income			Newsletter Ad Sales
Non-Exempt Income			Field Use Fees
Total Income:		15,373.88	

NOTE: Income log does not include earned interest.

4. Log of Treasurer's Actions

- Processed accounts receivable and accounts payable; reconciled bank statements with PCA records.
- Maintained 2020 Property Log (contains resident contact information and assessment payment records).
- Prepared monthly finance, budget analysis, and assessment collections reports for March 2020.