

EMC Finance Committee Agenda
Virtual – Zoom Meeting
Dec 2, 2025 7:00 – 8:30 PM

- I. Meeting Call to Order 7:00 PM
- II. Financial Reporting – 10 minutes (1) Posting on EMC Site – 3rd Qtr. (2) Posting of Special Assessments – Water and Reserve Separation (3) Posting of truck purchase – Clarification (4) 2026 Posting of Budget for Capital.
- III. Expenses Related to Hiring of New Maint Mgr – Cost impacts? – 10 minutes.
- IV. Discussion of New WOCIOA Rules – 45 minutes
- V. Other Items? – 10 Minutes.

Minutes From Meeting

Financial Reporting

3rd Qtr Report – Rhonda still has not yet accessed the QB file from Bradshaw. As soon as she does and has chance to review, she will forward to Pitkin to post

Breaking out of Special Assessments revenue into Water SA and Reserve SA – Rhonda has asked this be done. She will ask again. There is agreement we need these to be tracked separately, and not lumped together.

Posting of truck purchase. This was discussed earlier in the year. Rhonda had raised issue with Bradshaw representative who confirmed that the truck purchase was incorporated in Balance Sheet, but not posted in P&L. Steve said that his interest was related to maintaining the Long-Term Capital Plan, which will likely be passed on to someone else in the future. He is inserting notes in the Plan as he makes entries, but it is highly desirable to also have a clear record in QB. Rhonda said she would follow up with Bradshaw representative to see if there is a way to more conspicuously note truck purchase in QB.

Steve expressed his desire to have the Adopted Budget amounts posted in QB P&L in 2026. Capital Expenditures are posted, but there are no corresponding Budgeted amounts. There was agreement that posting both Budgets and Expenditures provided greater clarity. Rhonda said she will ask Bradshaw to include the Capital Budget amounts in the 2026 QB files.

Expenses Related to New Maintenance Hire

Steve asked whether there might be unbudgeted costs related to Jeremy leaving and possible overlap costs as new hire comes on board. Pitkin stated that there really won't be much time for the new hire to overlap with Jeremy as he will be only work through December 31. For training that may occur before Jeremy's departure, the new hire will be paid about \$30/hour. Rhonda and Pitkin said there were savings in the 2025 budget to cover these costs.

New WUCIOA Rules Washington Uniform Common Interest Ownership Act

This was a general discussion about what members of the committee understood about new state laws regarding Common Interest Associations. It was agreed that the Finance Committee should seek further clarification on impacts on its work going forward. There was agreement too that Steve would raise the issue at the next Board meeting and suggest that the full EMC Board seek input from legal council to ensure that Edelweiss follows new laws that will phase in between January 1, 2026 and January 1, 2028. Below is a summary of two areas that we understand to be of greatest impact on the Finance Committee.

Meeting Notices, Agendas, Meeting Documents – It appears the new rules will require 14-day notice to EMC membership of all meetings, (not just Board Meetings), effective January 1, 2026. It was agreed this is probably not an onerous requirement and we can proceed under the assumption that this how we will conduct business.

Audit Requirements – It is our understanding that the new annual audit requirements will not go into effect for Edelweiss until 2028.

There was some uncertainty as to whether or not that would mean an audit performed in 2027 and completed by January 1, 2028 or an audit performed during 2028. After the meeting, Craig texted Steve and said he shared this discussion an acquittance, who is an attorney, and they said the wording indicates the audit would not have to be performed until 2028.

There was discussion and agreement that the Finance Committee should make reviewing likely audit requirements and impacts part of the Committee's 2026 work program. Steve had accessed some online guidance that he will forward to other members of the committee. Rhonda has accounting firm contacts through her professional capacity and she said she can ask them for materials/outlines for audits they perform for HOA's. Also, Rhonda was going to follow-up with Bradshaw to see if they might have insights on impacts on EMC's financial reporting moving forward.

There was also discussion on possible cost impacts. The cost of annual audits will be borne by our HOA. Steve said that last year when he made inquiries to accounting firms about costs, only one would give him a ballpark estimate and it was about \$10,000. Also, Rhonda pointed out that its possible Bradshaw may have additional costs for their services that could be passed on to Edelweiss.

