

Trinity Cove Improvement Association, Inc.

Board of Directors Meeting

AGENDA

Jan 16th, 2021

****Due to the Covid-19 pandemic, the BODs meeting will not be open to the public.**

Call to order.

We are assembled to transact business of mutual benefit of the Trinity Cove Improvement Association. Please do not let petty jealousies or trivial personalities influence our deliberations. Let us always uphold the obligations of unselfish membership.

Notifications to address the Board, by a member in good standing, must be received no later than three days before the scheduled meeting. Forms are available in the office or by contacting a Board member.

- Attendance, Quorum Verification; Pledge of Allegiance, Prayer
- Reading and Approval of the Minutes of the November 21, 2020 Board Meeting
- Treasurers Report: Leslie Barnard
- Office Manager Report: Sharon Deming
- President's Report – Vickie Ward
- Special Projects, Vehicle Stickers - Leslie Barnard

- Resolution Review

- Committee Reports
 - Deed Restrictions Enforcement (Vickie Ward/Paul Estrada)
 - Architectural (Vickie Ward, Roger Stansberry)
 - Road & Maintenance Report (Carl Schmidt)
 - Community Events (Janelle Schmidt & CE Accounting, Vince Bozo - Chair)
Complete Report on all future and large community fund raising.
 - Abatements/Special Projects (David Duminie/Josh Amat - Chair)

 - TCIA Community Water Committee – City of Trinity Report (Pete Wynn BOD,
Linda Catlin-Chair

Trinity Cove Improvement Association, Inc.
Board of Directors Meeting
November 21, 2020
Minutes

Call to Order

President, Vickie Ward, called the meeting to order at 09:01 AM. Vice President, Leslie Barnard, stated that a quorum was established. All Board Members were present except Don Kargel, David Duminie and Roger Stansberry

Prayer was led by Vickie Ward, Pledge of Allegiance was led by President, Vickie Ward.

Minutes

Minutes from the Aug 20, 2020 were read by Vice-President, Leslie Barnard. The BOD accepted the Minutes unanimously as read.

Treasurer's Report (Don Kargel)

Vice President, Leslie Barnard, read the Treasurer's Report for Aug 2020. President, Vickie Ward, motioned for approval as read. The BODs accepted the Treasurer's unanimously as read.

Office Manager's Report (Sharon Deming) – Vice-President, Leslie Barnard, read the Office Manager's Report. The BODs accepted the Office Manager's Report unanimously as read.

President's Report (Vickie Ward) – President, Vickie Ward read the President's Report for November 2020. President, Vickie Ward, motioned for approval as read. The BODs accepted the President's Report as read unanimously as read.

Voting as follows from topics listed in President's Report:

Scrappers:

A Motion was made to move the the topic to a BOD Work Session. Motion was approved.

Vehicle Stickers:

A motion was made to move this topic to a BOD Work Session. Motion was approved.

New office computer:

Motion was made to approve the purchase of a new computer for the office with the cost of up to \$1000.00. Motion was approved.

New shredder:

Motion was made to approve the purchase of a shredder for up to \$300.00. Motion was approved.

Cleaning ditches:

Carl Schmidt lead a discussion about the equipment needed to clean the ditches. It was decided that this topic would be moved to a BOD work session since there was so much to discuss. Motion was made to move to a BOD Work Session, Motion was approved.

Committee Reports

Community Events (Janelle Schmidt) – As Read (see attached report)

Architectural (Vickie Ward/Roger Stansberry) – As Discussed

Deed Restrictions Enforcement (Vickie Ward/Paul Estrada) – As Discussed

Road & Maintenance Report (Carl Schmidt) – As Discussed

Abatements/Special Projects (David Duminie) – As Discussed

Water Committee(Pete Wynn) -As Discussed

New & Old Business:

A BOD Work Session was scheduled for 12/5/2020.

Pole saw purchase:

Carl Schmidt discussed the need for the purchase of a pole saw. President Vickie Ward asked Carl to get some prices and bring the topic up again at the work session

Request to Address the Board:

Adjournment

President, Vickie Ward, motioned to adjourn the meeting at 11:23 AM, which was unanimously approved by the BOD.

Approved:



Vickie Ward - President

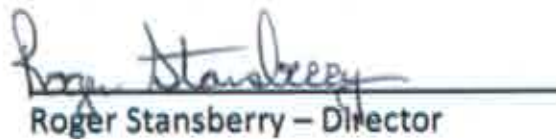
Resigned due to health Issues
Don Kargel - Treasurer LFTB



Leslie Barnard - Vice-President / Treasurer

Verbal Approval to Vickie
Pete Wynn - Secretary

Abstained
David Duminie - Director



Roger Stansberry - Director



Paul Estrada - Director

Trinity Cove Improvement Association

PROFIT AND LOSS

November 2020

	TOTAL
Income	
49900 Maintenance Fees	280.44
Bank Interest	0.40
Campground	100.00
RV	75.00
Total Campground	175.00
Donations	8.10
Donations	13.80
Total Donations	21.90
Garbage Fee	1,056.00
Maintenance Fee	19,414.80
Permits	
Architectural Permit	200.00
Total Permits	200.00
Service/Fee Income	100.00
Transfer Fee	670.00
Unapplied Cash Payment Income	-1,043.89
Total Income	\$20,874.65
GROSS PROFIT	\$20,874.65
Expenses	
60200 Automobile Expense	
Insurance	287.02
Total 60200 Automobile Expense	287.02
63300 Insurance Expense	
BOD Liability Ins.	703.39
Property	2,170.11
Total 63300 Insurance Expense	2,873.50
66700 Professional Fees	126.00
County Clerk Office	314.00
Total 66700 Professional Fees	440.00
68100 Telephone Expense	94.18
68600 Utilities	
Electric-Campground	107.46
Electric-Community Building	165.23
Electric-Dump	31.16
Water	123.00
Total 68600 Utilities	430.85
68610 Bank Service Charges	41.40
Dump Attendant	400.00

Trinity Cove Improvement Association

PROFIT AND LOSS

November 2020

	TOTAL
Fuel	
Diesel	120.08
Total Fuel	120.08
Maintenance	
Contract Labor	3,131.00
Supplies	112.11
Trash Pickup	759.45
Total Maintenance	4,002.56
Office Expense	
Security	24.37
Total Office Expense	24.37
Office Expenses	
64900 Supplies	103.66
Certified Letters	65.05
Checks & Deposit Slips	118.99
Contract Labor	880.75
Quickbooks Subscription	74.62
Total Office Expenses	1,243.07
Office Machines	
Purchased	975.30
Total Office Machines	975.30
Office Machines/Lease	48.70
Road & Maintenance Fund/Port-a-jon	95.26
Road Maintenance	
Road Maintenance/Supplies	30.00
Total Road Maintenance	30.00
Subscriptions	14.06
Total Expenses	\$11,120.35
NET OPERATING INCOME	\$9,754.30
NET INCOME	\$9,754.30

Trinity Cove Improvement Association

PROFIT AND LOSS

December 2020

	TOTAL
Income	
49900 Maintenance Fees	-286.89
Bank Interest	0.85
Campground	
RV	100.00
Total Campground	100.00
Donations	93.50
Garbage Fee	940.00
Recycling	242.25
Total Garbage Fee	1,182.25
Maintenance Fee	17,964.41
Permits	
Architectural Permit	50.00
Total Permits	50.00
Total Income	\$19,104.12
GROSS PROFIT	\$19,104.12
Expenses	
60200 Automobile Expense	
Lic. Plate Tags	75.50
Total 60200 Automobile Expense	75.50
63300 Insurance Expense	
BOD Liability Ins.	703.39
Total 63300 Insurance Expense	703.39
66700 Professional Fees	
County Clerk Office	1,108.00
Lawyers	406.95
Total 66700 Professional Fees	1,514.95
68100 Telephone Expense	94.18
68600 Utilities	
Electric-Campground	92.59
Electric-Community Building	266.78
Electric-Dump	29.62
Water	123.00
Total 68600 Utilities	511.99
68610 Bank Service Charges	
Bank Charges	85.31
Total 68610 Bank Service Charges	85.31
Dump Attendant	500.00
Equipment-Stihl Pruner36.3cc	704.68

Trinity Cove Improvement Association

PROFIT AND LOSS

December 2020

	TOTAL
Fuel	
Gas	100.02
Total Fuel	100.02
Maintenance	
Contract Labor	3,068.00
Supplies	33.77
Trash Pickup	759.44
Total Maintenance	3,861.21
NSF	11.85
Office Expense	
Security	24.37
Total Office Expense	24.37
Office Expenses	
Certified Letters	37.25
Contract Labor	617.50
Mileage for TCIA Business	151.05
Quickbooks Subscription	74.82
Total Office Expenses	880.42
Office Machines	
Purchased	289.65
Total Office Machines	289.65
Office Machines/Lease	48.70
Road & Maintenance Fund/Port-a-jon	95.26
Road Maintenance	
Road Maintenance/Supplies	1,228.63
Total Road Maintenance	1,228.63
Subscriptions	39.01
Total Expenses	\$10,769.12
NET OPERATING INCOME	\$8,335.00
NET INCOME	\$8,335.00

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

January - December 2020

	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	OCT 2020	NOV 2020	DEC 2020	TOTAL
Income													
1011 Equipment						3,100.00	3,200.00						\$6,300.00
49000 Maintenance Fees						299.77	243.33						\$1,057.10
49100 Returned Check Changes - Inactive													\$95.00
Blank Interest						1.30	0.76						\$2.06
Campanone													\$950.00
RV						775.00	683.00						\$1,458.00
Total Campaign						775.00	683.00						\$1,458.00
Correction in credit card charge													\$-14.06
Donations						95.00							\$95.00
Donations						10.50							\$10.50
Total Donations						105.00							\$105.00
Garbage Fee						1,895.00	1,095.00						\$2,990.00
Recycling						80.50	137.00						\$217.50
Total Garbage Fee						1,975.50	1,232.00						\$3,207.50
Maintenance Fee						7,717.57	4,641.51						\$12,359.08
Deposit Corrections													\$5.00
Total Maintenance Fee						7,717.57	4,641.51						\$12,364.08
Permits						150.00							\$150.00
Architectural Permit													\$50.00
Vehicle Permit													\$100.00
Total Permits						150.00							\$150.00
Return Check Fee													\$80.00
ServiceFee Income													\$100.00
Services													\$55.53
Transfer Fee													\$70.00
Unapplied Cash Payment Income													\$805.99
Uncategorized Income													\$6.75
Total Income						\$11,072.98	\$11,506.17						\$22,579.15
GROSS PROFIT						\$11,072.98	\$11,506.17						\$22,579.15
Expenses													\$0.00
60000 Automobile Expense													\$287.02
Insurance													\$394.25
Lic. Plate Tags													\$571.27
Total 60000 Automobile Expense													\$1,252.54
63000 Insurance Expense													\$9,690.84
HOI Liability Ins.													\$5,257.28
Property													\$4,433.56
Total 63000 Insurance Expense													\$14,941.68
68700 Professional Fees													\$89.20
Background Checks													\$1,105.00
Courtesy Clerk Office													\$5,442.50
Lawyers													\$27.11
Title Search & Report													\$1,514.65
Total 68700 Professional Fees													\$7,119.46
69700 Professional Fees-Secretary of State													\$1.00

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

January - December 2020

	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	OCT 2020	NOV 2020	DEC 2020	TOTAL
67200 Equipment Repairs	25.99												\$25.99
Air Compressor			225.18										\$225.18
Lawnmower	160.65	205.44	1,375.04	183.51		116.28		110.34	159.00				\$389.42
Tractor			8.00			43.38		88.08					\$2,561.76
Trailer													\$51.28
Truck		41.42			73.76	122.25	129.07						\$365.60
Total 67200 Equipment Repairs	160.64	246.86	1,618.22	183.51	73.76	385.32	414.70	198.42	159.00				\$3,451.29
67200 Equipment Repairs/Backhoe	153.38	899.32											\$1,052.68
68100 Telephone Expense	30.67	52.82	92.82	92.82	92.48	92.46	92.46	94.02	94.02	94.18	94.18	94.18	\$1,119.00
68200 Utilities													\$0.00
Electric Campground	289.78	272.85	256.72	544.41	139.83	182.21	248.03	295.39	142.43	122.84	107.49	82.59	\$2,204.62
Electric-Community Building	200.55	253.82	291.81	291.69	130.18	134.63	158.10	174.89	187.85	169.99	189.23	268.78	\$2,429.11
Electric Dump	81.79	63.91	54.06	46.08	41.85	42.89	43.43	50.95	42.11	31.72	31.16	29.62	\$538.75
Water	188.18	204.57	217.24	128.12	123.00	123.00	487.80	135.48	204.05	186.84	133.00	123.00	\$2,244.28
Total 68000 Utilities	600.28	814.95	819.63	540.27	435.06	482.79	917.36	665.81	576.44	611.39	430.85	611.69	\$7,238.76
68810 Bank Service Charges			48.77	54.41	136.88						41.40		\$230.69
Bank Charges	155.62	142.87	48.77	54.41	136.88	145.75	72.33		78.21	79.29	85.31		\$909.25
Total 68810 Bank Service Charges	155.62	142.87	48.77	54.41	136.88	145.75	72.33		78.21	79.29	41.40		\$1,038.04
Campground Repairs						68.79	40.57						\$109.73
Bathroom		902.25					8.39						\$246.05
Electrical	249.65												\$1,248.62
Total Campground Repairs	249.65	902.25	902.25	902.25	902.25	68.79	47.96						\$1,144.00
Campground/Supplies	400.00	400.00	400.00	400.00	400.00	400.00	485.00	400.00	500.00	400.00	400.00	500.00	\$5,185.00
Dump Attendant	25.27												\$26.27
Equipment-Hands Plus Compactor													\$704.68
Equipment-Skill Pursuits3c													\$134.15
Equipment/Gravel													\$0.00
Fuel		80.00	153.24	67.36	80.00	80.00	85.00	65.00	70.00		120.08		\$673.32
Gas	172.04	166.58	242.02	49.87	49.87	23.24	141.24	71.18	19.89	81.54			\$1,125.88
Total Fuel	172.04	246.96	396.16	87.26	109.87	83.24	200.24	136.18	88.89	81.54	120.08	100.02	\$1,009.30
Maintenance	5,010.00	5,152.00	4,648.00	4,424.00	3,332.00	3,528.00	5,208.00	4,116.00	4,249.00	3,108.00	3,331.00	3,068.00	\$48,974.00
Contract Labor	179.11	400.50	56.78	218.97	130.51	35.66	71.46	160.39	172.81	53.64	112.11	33.77	\$1,618.81
Supplies	759.43	759.43	759.43	759.43	759.43	759.43	759.43	759.43	759.43	759.43	759.43	759.43	\$9,113.20
Trash Pickup	5,008.54	6,311.80	5,464.21	5,402.40	4,221.04	4,303.00	6,008.00	5,005.82	5,181.24	3,021.08	4,002.58	3,081.21	\$59,704.01
Total Maintenance	12.00	162.50	162.50	162.50	162.50	162.50	162.50	162.50	162.50	162.50	162.50	162.50	\$35.85
NSF													\$162.50
Office Expense	48.52			106.25		95.58	827.22	827.22	75.97	24.37	24.37	24.37	\$1,218.65
Security													\$1,281.15
Total Office Expense	48.52	106.25	106.25	106.25	106.25	106.25	106.25	106.25	106.25	106.25	106.25	106.25	\$14.00
Office Expenses	0.00												\$273.11
61700 Internet Expenses	94.56	218.55											\$2,657.20
64800 Supplies	205.41	89.59	625.28	276.38	94.71	472.29	242.92	86.49	480.22		103.66		\$948.25
66500 Postage	35.00	35.00	277.40		5.00	5.95		560.00					\$1,282.51
Certified Letters	34.25			215.45	145.95	145.95	272.11	98.85	443.55	327.10	85.05	37.25	\$1,818.99
Checks & Deposit Slips													\$12,062.75
Contract Labor	1,207.50	1,215.00	1,180.00	792.25	678.00	676.00	880.25	1,072.50	1,501.00	1,305.00	880.75	617.50	\$12,062.75

Trinity Cove Improvement Association

PROFIT AND LOSS BY MONTH

January - December 2020

	JAN 2020	FEB 2020	MAR 2020	APR 2020	MAY 2020	JUN 2020	JUL 2020	AUG 2020	SEP 2020	OCT 2020	NOV 2020	DEC 2020	TOTAL
Electric Expenses													\$1,845.58
Milage for TCA Business							256.19	1,509.87	20.32			151.05	\$217.17
Post Office Box						42.00	68.12	168.41					\$168.41
Printing Expenses							10.00						\$10.00
Quickbooks Subscription	74.62	74.62	74.62	74.62	74.62	74.62	74.62	74.62	74.62	74.62	74.62	74.62	\$895.44
Total Office Expenses	1,691.34	1,638.28	2,160.60	1,298.70	990.28	1,414.80	1,842.71	3,882.94	2,038.49	2,252.94	1,243.07	880.42	\$21,040.57
Office Machines													\$0.00
Purchased	80.74	682.09	609.45								975.30	289.65	\$2,627.23
Total Office Machines	80.74	682.09	609.45								975.30	289.65	\$2,627.23
Office Machines/Lease	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	48.70	\$614.60
Property Taxes	470.26												\$470.26
RSD & Hospital Taxes	503.32												\$503.32
Total Property Taxes	1,423.98												\$1,423.98
Recreation Building													\$0.00
Repairs to Building	32.44	428.98				120.16	21.11		129.45	43.19			\$773.33
Total Recreation Building	32.44	428.98				120.16	21.11		129.45	43.19			\$773.33
Repair Bullfinch/Dock					14.23					1,126.07			\$1,140.30
Road & Maintenance Fund	190.52	95.26	95.26	95.26	95.26	95.26	95.26	95.26	95.26	95.26	95.26	95.26	\$1,298.36
Road & Maintenance Fund/Net a pin													\$0.00
Road Maintenance	4,208.75	0.52	470.08	1,316.25	1,215.57	30.00	828.28	1,455.84	45.00	117.98	30.00	1,228.63	\$11,051.31
Road Maintenance/Supplies							1,126.48						\$1,126.48
Road Repair													\$0.00
Street Signs	2,620.50	922.56											\$3,443.06
Total Road Maintenance	4,208.75	2,621.42	1,365.54	1,316.25	1,215.57	30.00	1,654.87	1,455.84	45.00	117.98	30.00	1,228.63	\$15,600.85
Subscriptions		35.00											\$35.00
Subscriptions/McAfee Antivirus													\$194.48
Subscriptions/Microsoft 365													\$129.89
Supplies/TX FROM LAW	194.08												\$194.08
THA													\$136.40
Unapplied Cash Bill Payment Expense								-122.12					\$ -122.12
Total Expenses	\$16,416.07	\$22,096.76	\$13,759.14	\$10,736.35	\$9,598.46	\$12,417.43	\$19,848.61	\$14,037.81	\$10,201.17	\$10,639.93	\$11,120.26	\$15,789.12	\$163,689.28
NET OPERATING INCOME	\$23,256.91	\$ -12,538.38	\$ -767.01	\$ -1,582.54	\$ -573.16	\$859.21	\$ -9,546.91	\$ -9,007.89	\$ -1,151.98	\$865.24	\$9,794.30	\$4,300.00	\$7,879.75
NET INCOME	\$23,256.91	\$ -12,538.38	\$ -767.01	\$ -1,582.54	\$ -573.16	\$859.21	\$ -9,546.91	\$ -9,007.89	\$ -1,151.98	\$865.24	\$9,794.30	\$4,300.00	\$7,879.75

January 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	1/01/20	15,124.74
Deposits / Misc Credits	20	40,651.19
Withdrawals / Misc Debits	85	17,553.50
** Ending Balance	1/31/20	38,222.43**
Service Charge		.00
Interest Paid Thru 1/31/20		1.98
Interest Paid Year To Date		1.98
Average Balance		23,430
Minimum Balance		13,804
Average Rate / Cycle Days		.10000 / 31
Enclosures		61

February 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	2/01/20	38,222.43
Deposits / Misc Credits	13	11,702.62
Withdrawals / Misc Debits	77	22,555.53
** Ending Balance	2/29/20	27,369.52**
Service Charge		.00
Interest Paid Thru 2/29/20		2.58
Interest Paid Year To Date		4.56
Average Balance		32,585
Minimum Balance		27,361
Average Rate / Cycle Days		.10000 / 29
Enclosures		52

March 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	3/01/20	27,369.52
Deposits / Misc Credits	12	11,762.41
Withdrawals / Misc Debits	72	15,709.92
** Ending Balance	3/31/20	23,422.01**
Service Charge		.00
Interest Paid Thru 3/31/20		2.19
Interest Paid Year To Date		6.75
Average Balance		25,818
Minimum Balance		22,552
Average Rate / Cycle Days		.10000 / 31
Enclosures		51

April 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	4/01/20	23,422.01
Deposits / Misc Credits	12	9,249.05
Withdrawals / Misc Debits	63	10,502.60
** Ending Balance	4/30/20	22,168.46**
Service Charge		.00
Interest Paid Thru 4/30/20		1.90
Interest Paid Year To Date		8.65
Average Balance		23,190
Minimum Balance		21,456
Average Rate / Cycle Days		.10000 / 30
Enclosures		44

May 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	5/01/20	22,168.46
Deposits / Misc Credits	14	10,535.87
Withdrawals / Misc Debits	59	8,597.85
** Ending Balance	5/31/20	24,106.48**
Service Charge		.00
Interest Paid Thru 5/31/20		2.08
Interest Paid Year To Date		10.73
Average Balance		24,597
Minimum Balance		21,902
Average Rate / Cycle Days		.10000 / 31
Enclosures		31

June 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	6/01/20	24,106.48
Deposits / Misc Credits	15	20,450.14
Withdrawals / Misc Debits	70	21,666.77
** Ending Balance	6/30/20	22,889.85**
Service Charge		.00
Interest Paid Thru 6/30/20		1.30
Interest Paid Year To Date		12.03
Average Balance		24,291
Minimum Balance		20,633
Average Rate / Cycle Days		.06500 / 30
Enclosures		47

July 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	7/01/20	22,889.85
Deposits / Misc Credits	13	19,765.91
Withdrawals / Misc Debits	73	27,660.69
** Ending Balance	7/31/20	14,995.07**
Service Charge		.00
Interest Paid Thru 7/31/20		.76
Interest Paid Year To Date		12.79
Average Balance		17,857
Minimum Balance		8,658
Average Rate / Cycle Days		.05000 / 31
Enclosures		45

August 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	8/01/20	14,995.07
Deposits / Misc Credits	12	6,234.23
Withdrawals / Misc Debits	82	15,455.94
** Ending Balance	8/31/20	5,773.36**
Service Charge		.00
Interest Paid Thru 8/31/20		.40
Interest Paid Year To Date		13.19
Average Balance		9,548
Minimum Balance		4,758
Average Rate / Cycle Days		.05000 / 31
Enclosures		40

September 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	9/01/20	5,773.36
Deposits / Misc Credits	15	9,964.99
Withdrawals / Misc Debits	64	9,964.74
** Ending Balance	9/30/20	5,773.61**
Service Charge		.00
Interest Paid Thru 9/30/20		.19
Interest Paid Year To Date		13.38
Average Balance		4,694
Minimum Balance		3,377
Average Rate / Cycle Days		.05000 / 30
Enclosures		36

October 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	10/01/20	5,773.61
Deposits / Misc Credits	16	10,891.80
Withdrawals / Misc Debits	69	11,661.60
** Ending Balance	10/31/20	5,003.81**
Service Charge		.00
Interest Paid Thru 10/31/20		.20
Interest Paid Year To Date		13.58
Average Balance		4,787
Minimum Balance		2,984
Average Rate / Cycle Days		.05000 / 31
Enclosures		41

November 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	11/01/20	5,003.81
Deposits / Misc Credits	15	19,254.81
Withdrawals / Misc Debits	56	10,634.00
** Ending Balance	11/30/20	13,624.62**
Service Charge		.00
Interest Paid Thru 11/30/20		.40
Interest Paid Year To Date		13.98
Average Balance		9,687
Minimum Balance		4,943
Average Rate / Cycle Days		.05000 / 30
Enclosures		33

December 2020 Bank Statement

Summary of Activity Since Your Last Statement

Beginning Balance	12/01/20	13,624.62
Deposits / Misc Credits	13	18,266.13
Withdrawals / Misc Debits	63	10,256.49
** Ending Balance	12/31/20	21,634.26**
Service Charge		.00
Interest Paid Thru 12/31/20		.85
Interest Paid Year To Date		14.83
Average Balance		20,070
Minimum Balance		13,431
Average Rate / Cycle Days		.05000 / 31
Enclosures		32

TRINITY COVE IMPROVEMENT ASSOCIATION

OFFICE MANAGER'S REPORT

January 16, 2021

Sharon Deming, Office Manager

- We have receiving payments for 2021 Invoices and are also collecting past due amounts due to Lien Notices. Deposits for December totaled \$18,266.13.
- Updated data on Lien Affidavit Notices and Liens Filed:
 - Since January 2019 through December 2020, we have sent out 463 Lien Affidavit Notices
 - We have collected \$39,117.97. This does not include accounts that we have set up payment plan agreements.
 - Liens have been released on accounts that have been paid in full.
 - We have set up 21 payment plans.
- Office expenses for December total \$880.42. The office was closed from December 24th through January 4th so labor costs were minimal.
 - Mileage TCIA business \$151.05
 - Certified letters \$37.25
 - QuickBooks subscription \$74.62
 - Contract labor \$617.50
- Utility expenses total \$606.17
 - Electric \$388.99 (campground, rec bldg., & dump)
 - Water \$123.00 (campground, rec bldg., & dump)
 - Telephone expense total \$94.18
- Service & fuel charges for the dumpsters at the dump & trash can at the campground have increased. Monthly cost was \$727.54/\$31.86 but beginning in January the cost is \$844.03/\$34.32. This is an increase of \$118.95 per month.
- As of December 31st the Pool Fund Account balance is \$301.14, and the Road & Maintenance Fund balance is \$7,909.72.
- The office purchased a new shredder for \$289.65. Works great!

January Events Report

Coffee club is still active with people sitting at separate tables. We meet Tuesdays and Thursdays 9 AM – 11 AM and Saturdays 10AM-12 PM. Cash donations for coffee club have diminished, however, members are donating coffee, goodies and other supplies keeping this event cost free to run.

Our Thanksgiving Celebration was held on November 21st and was a success! People were able to socially distance to eat inside and out. Approximately 28 ppl attended or did take-outs. The food was excellent and the company was awesome.

The Breakfast with Santa on Dec. 12th was not held because no one signed up to attend. The Christmas celebration on Dec. 19th WAS held and was also a success with attendees able to socially distance, yet enjoy good food and company. There were several lucky scratch-off winners!

The NEW YEAR'S EVE celebration was wildly enjoyed by about 20 people who munched on snacks, danced to music provided by Shawn Sullivan (resident) and enjoyed a small fireworks show at midnight provided and paid for by volunteers.

The Events Committee is scheduling a meeting to discuss upcoming holiday celebrations, additional social gatherings/activities and future fundraising. A calendar of events has not been created due to Covid restrictions still limiting gatherings currently. We have been brain-storming ideas for fund-raising which include food vending and craft vending at community events in local towns. Details will be forthcoming.

Beginning balance	1486.49	11/1/20
Interest	.06	
Debit	75.36	Kroger - Thanksgiving/food baskets
Debit	30.49	Kroger - Thanksgiving/food baskets
Debit	31.32	Aldi --- Thanksgiving/food baskets
Ending balance	1349.38	11/30/20
Unused gift cards	60.00	
Petty Cash	20.00	
POOL FUND BALANCE	301.06	

I have not received the December statement so I have not reconciled for December.

*Janelle
Schmidt
1/16/21*