



*Pulu Amsic Clubhouse, 2nd Floor Conference Room
Pulu Amsic Subdivision, Angeles City, Pampanga 2009*
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Minutes of the Board of Directors meeting of the Pulu Amsic Lot-Owners Association (PALA), held at the *Pulu Amsic Clubhouse, 2nd Floor Conference Room, in Pulu Amsic Subdivision, Angeles City, Pampanga 2009* Date: *August 1, 2023. 9:00 am*

I. CALL TO ORDER

Welcome all the Board and Committee members and beautiful morning everyone. Board member Rommel called the meeting to order at 9:04 am

II. ROLL CALL OF OFFICERS at 9:07 am.

IN ATTENDANCE:

ROMMEL BUNDALIAN - PRESIDENT
MARIA PAMINTUAN - VICE PRESIDENT
ROSELLE BRECKENRIDGE - TREASURER
EMELITA ESPANOL - SECRETARY
ASUNSION NOCUM - AUDITOR

ABSENT:

MARYBEL HAMMER - BOARD MEMBER
RODRIGO CRUZ - BOARD MEMBER

Others in attendance:

Je-Ann - Admin Secretary office
Brian Craven - VILLAGE MANAGER
Guy Breckenridge - Finance Committee
Bruce Kolb - Audit COMMITTEE
Bill Wall - Maintenance Committee

III. APPROVAL OF THE MINUTES OF THE PREVIOUS MEETING

Motion by ROMMEL BUNDALIAN to approve the minutes of the July Board Meeting held last July 5, 2023. Motion seconded by MARIA PAMINTUAN. Motion passed at 9:16 am.

IV. FINANCIAL REPORT

TREASURER REPORT : She have a copy of Financial Report for cash flow and Secretary distributed the Financial Report.

She did the cash flow and is not enough collecting money , and we spend more than we had coming in. And still trying to figure out and ask office staff to provide a list Of all those that are current and those delinquent.

Those that are delinquent have been paid but only after being invoiced. With about 50% paying after receiving an invoice.

Financial Report from July 2023 and Ms. Je-Ann will print it out of the cash flow and the Treasurer Ms. Roselle said can get a copy of Financial Report for cash flow and Corporate Secretary distributed the Financial Report . (See attached report)

A.) Discussions / Vote on new proposal to discount association ones when prepared.

Members paying 12 months in advance will receive a 3% discount and up two resident vehicle stickers for free OR Members paying 12 months in advance will receive a one month for free dues(same as currently).

The all board members present all voted for the following:

- All board members present agreed that paying 12 months in advance will receive the 13 month free.
- Members paying 6 months in advance, will receive a 2% discount
- Members paying 3 months in advance, will receive a 1% discount

B.) Audit Report : He distributed 3 copy of his own financial report to the Board and committee . He prepared 2014 and June 2023 of cash flow statement and total balance sheet for 2023 . He prepared the details and statement as well .

b.1) He has done a spending and balance of accounts detailing to the treasurer, president and finance committee to the numerous account and preparing and made it to the (security , comes to area / swimming pool and garbages collection or whatever . He can better understand where the expending the money goes and how they can budget for forward . He done the June bank and he called bankruptcy , because 50% - 57% and everything he can identified the bank statement to got , and the bank record with the Gm have to give it, and they have to June form prepared , so that the money no cash balance from January to May if he re cancel the cash and the treasurer will re counsel too. But. He haven't done the June or May.

b.2) He can start with January 2023 than move backwards from there. Right now there is 263 thousand peso difference between balance and bank statement of June package. He doesn't know where the money came from and where the auditor got there figures from. We need to understand to have a resolution to the liability .

b.3) BDO Books in 2021 did not show any significant deposit and also did not see any significant issued in cash from previous on new year. Counted 2021 to 2022 and he advice " NO CASH " 2021 / NO CASH Counted 2023 of month June . He re- cancelled month of June 263 thousand pesos backwards.

b.4) 2022 increased 3M pesos that is different , in 2019 in large report in - come balance 2.8M and 1M and 2021 no balance , No report of where in 2022 receive increase in 3M came from.

b.5) 2019 to 2023 the liability received the billing and was thought to be 1.5M Build estimated on May 345 thousand pesos.

b.6) 2019 to 2023 his report is , they have different large differences in amounts and different categories for some expenses. Reported large in-come balance 2.8M AND 1.8M.

b.7) 2021 No balance report in 2021 no report significant revenue in-coming for 2021 . So what happened to the liability and 2022 that he received increase in 3M pesos. And we understand the 2019 that liability report as well a 3M pesos received, people increase in to 2022 . And he added 45K thousand pesos . Still out date .

b.8) March 15, 2023 last updated report and the New Board was started on June 1st 2023. And he recorded of 2023. He think they build 1.5M they're build the estimated 990K thousand pesos and still in the book and is very questionable. He recorded 340 thousand pesos in build bonds. Representative for the construction bonds by the Dec. 31 , 2022 . So the liability and all statement maybe 345 thousand pesos. Bruce Kolb gave the treasurer's history report at 10:02 am.

V) HOA management software. Right now trying to get a password the hosting for the facility , which is from go daddy , he said 24 hours we have that password , which is today , so once we get that send out the the round and we can look up the way of the trying to figure out the adjusted and quotation. DEMO of their software was presented to those present.

We got a quotation for the new HOA software:

- 100K for the financial side, to include automatic invoices, more accurate and less mathematical errors. This also includes a full interactive website, with a lot by lot portal to allow you to view your personal information and online voting.
- The monthly hosting fee was to be 5000 pesos but negotiated for free for the rest of the year and a 30% discount for monthly maintenance fees for all of 2024. Cost to maintain in 2024 will be 3,500 per month.
- Text , email , data , developer and making a deal. Everyone can send and check all information .
- Vote for 100K for the new HOA software and fully interactive website!
- All board members at attendance agreed on August 18, 2023 approved the purchasing the HOA software included new website!

Office Staff - We need to know and check between her record and what left from the bank , how much we need and we supposed to have in advance payment , base on her record , but this is what we have left in the bank (cash flow statement July 2023)
See attached at end of minutes.

VI) Village Captain Report :

Insurance and Monthly Association Dues

For the PALA carries fire and property damage insurance on the public area and equipment . The General Rules for use of recreational areas, facilities and amenities -

INSURANCE :

- Insurance need for swimming pool , playground and PALA Property

OFFICE SCHEDULED: 8AM TO 4PM Open

- The new office hour was every (Saturday and Sunday {closed}
- Need the notice outside the office
- 3 people members workers every Saturday work only
- We hoping this weekend the street light well done and complete - We go ' SOLAR ' President suggested to replace burnout streetlights to solar. This will slowly transition to all solar streetlights.
- Need to check all the outlets in the swimming pool.

VII) MAINTENANCE :

- Shower wall in swimming pool area repair just get the pipe - Approved for the New pool rules
- ID Residence still discussion .
- Homeowner / Non Resident

Palm tress and damages to curbs and still need to get the permission from the office . Palm tree that are causing the roots to break up curbs, also leaves from the palm tree add to expenses. Need the permission from the office to cut down any tree.

VIII) Mr. Bill - Major Car need to reduce the maintenance and the workers expenses New equipment is needed. A Plan to purchase the minimum needed equipment will given at next regular board meeting in September.

IX) PALA to Purchase Cat Traps:

Board Resolution 2023-003 : Purchase 3 traps or 2 holding cages.

All board member present voted for purchase of traps.

Responsible for this process will be maintenance. (Maintenance committee should be the committee to manage)

X) SECURITY Related Concerns: Telephone for security (by the agency) the agency will provide the telephone. Will be a new number.

XI) NEED TO CONTACT Security Agencies to interview for possible new security - Scheduled for security Agency for interview at an off-site place

XII) New PALA Bylaws and Regulations is completed. Resolution 2023-002 passed by a 5 votes for and two absentee board members. As this is the first time to have official Bylaws, these will be in full effect until the next AGM in May 2024 for a members vote.

Board meeting ended at 12:50 pm.

NEXT MEETING OF THE BOARD COMMITTEE DATE :
ON SEPTEMBER 6, 2023 (Wednesday) TIME: 9:00 AM
PLACE: OFFICE CLUBHOUSE

PULU AMSIC LOT OWNERS ASSOCIATION
CASH FLOW STATEMENT
JULY 2023

COLLECTIONS (JULY 1 - 31,2023) :		
MONTHLY DUES	389,957.00	
Advance Payment Monthly dues	113,025.00	
Unknown Remittance	26,117.00	
STICKER	11,350.00	
Clubhouse Rental	5,000.00	
Clubhouse Rental Deposit	5,000.00	
ROAD USERS FEE	15,000.00	
PROCESSING FEE	6,000.00	
CONSTRUCTION BOND	75,000.00	
TOTAL COLLECTIONS	646,449.00	
 Less : EXPENSES		
CLEANING SUPPLIES(Broomstick -900, trash bag -1200,Gloves-700)	2,800.00	
DRINKING WATER	70.00	
ELECTRICITY Bill	87,787.84	
GARBAGE PAYMENT June 2023	40,000.00	
GAS&DIESEL,2T OIL	10,222.00	
INTERNET Bill	2,010.00	
OFFICE Expenses shirt for uniform	4,630.00	
REPRESENTATION EXPENSE - (MEET & GREET) TABLE & CHAIRS RENTAL, Prizes for Games	6,092.00	
REPAIR & MAINTENANCE - MACHINERY EQUIPMENT -	250.00	
REPAIR & MAINTENANCE - SWIMMINGPOOL (2 DRM CHLORINE - 8,500,Super Blue-5000,Soda Ash 3000	16,500.00	
SALARIES - MAINTENANCE (June 30- July 31,2023)	96,735.00	
SALARIES - ADMIN (July 1-30,2023)	28,855.00	
PAG-IBIG FUND Contributions (May -June 2023)	2,820.00	
PHILHEALTH Contributions (May -June 2023)	6,597.20	
SSS CONTRIBUTION (May -June.2023)	20,880.00	
SSS LOAN PAYABLE (May June.2023)	2,523.58	
RETAINERS FEE - L.A DE JESUS & ASSOCIATES (June.2023)	4,000.00	
TRANSPORTATION EXPENSE(LA De Jesus)	400.00	
SECURITY SERVICE PAYMENT (JUNE 16- July 15,2023)	274,493.94	
TOOLS & EQUIPMENT - (1 PACK NYLON GRASS CUTTER,-900, drill & hook-190	1,090.00	
Streethlights Maintenance -light bulbs	19,492.50	
TRANSPORTATION EXPENSE	1,350.00	
WATER Bill	31,836.69	
Construction Bondd Refund(Ariel Austria)	60,000.00	
CLUBHOUSE RENATAL DEPOSIT REFUND (Maria Liezl Lames)	5,000.00	
TOTAL EXPENSE	726,435.75	
TOTAL DIFFERENCE		(79,986.75)
 Breakdown :		
CASH IN BAG	36,590.50	
CASH IN BANK	(116,577.25)	
Total	(79,986.75)	
 Note :		
Clubhouse rental deposit	5,000.00	
Construction bond	75,000.00	80,000.00
	80,000.00	
Net loss		13.25
 As of July 31, 2023		
Actual Bank Balance As of July 31,2023		2,100,956.43
Construction Bond	1,420,000.00	
Clubhouse Rental Deposit	5,000.00	(1,425,000.00)
Difference (Advance payment / Bank interest gain)	675,956.43	

