

# **BOXWOOD GREEN HOME OWNERS ASSOCIATION INVESTMENT POLICIES**

**Purpose of Policies.** Investment policies are necessary to ensure the following:

- a. Safety
- b. Liquidity
- c. Yield

**Board Investment Philosophy.** The Boxwood Green Home Owners Association Board of Directors has a fiduciary responsibility to prudently manage the Association's assets. The goal of investment policies is to have funds available when they are needed in accordance with the overall goals of the Association to meet the homeowner's needs. Thus, the Board believes when considering investment options the priority should be given first to safety, then to liquidity, and then to yield.

**Investment Policies.** The Board of Directors has approved the following investment policies:

- a. No investments will be made except within the limits established by the Board
- b. Investments will only be made in institutions insured by an agency of the federal government
- c. No investment or accumulation of investments in an institution will exceed the insured limit
- d. Diversification of investments should be considered when evaluating the safety of an investment
- e. Investments will be made only after considering their availability to meet operational needs and repair/replacement reserve needs
- f. After meeting safety and liquidity needs, consideration will be given to obtaining the highest yield possible
- g. All investments and reinvestments will be approved by the Board of Directors

**Investment Procedures.**

- a. The Treasurer will maintain a current schedule of investments and include that schedule with the quarterly financial reports provide to the Board
- b. The Finance Committee, with consultation from the Treasurer, will make its investment recommendations to the Board
  - Each March after receipt of member assessments
  - Upon the maturity of each current investment
- c. The Treasurer will ensure that documentation of investments is maintained in a safe location
- d. The Treasurer will report all new investments to the Board in the monthly reports.