Loan Meeting Notes

January 16, 2025

Next planned meeting date: February 20, 2025

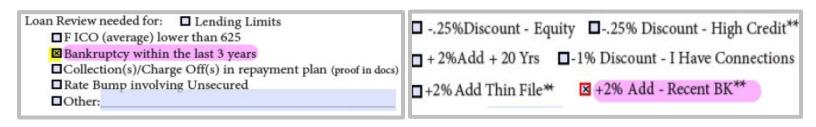
Attendees: Aaron, Anali, Andee, Brooke, Gary, GinGar, Jamie R, Jamie S, Karissa, Kim V, Laura M, Lindsay, Liz F, Makayla, Maria, Matt, Nick, Rhonda, Rusty, Shannon H, Shannon L, Shantell M, Stephanie, Victoria

• Titles Documents:

- Power of Attorney (POA): The DMV has updated the POA. There are no changes that affect us; it just has a slightly different appearance.
- Application For Certificate of Title (502): This form has also been updated by the DMV, with red-outlined boxes added separately to highlight areas that are often left incomplete.
 - A 502 form should be collected for every loan. The only exception is for in-house refinances with no changes to the title. Even if sales tax is not being collected for a dealership purchase, the word "dealership" should be entered on the line where sales tax is typically listed.
 - If a member has an ITIN rather than an SSN, the ITIN should be recorded on the title documents.
- Loan Worksheet Updates: The worksheet has been updated to add/update fields. The worksheet should be a guide to follow while processing the loan.
 - Relationship to Borrow: Added to clarify the relationship between the coborrower and the primary signer, ensuring that co-borrowers and co-signers are accurately listed on the loan.
 - Cosigner VOI: Added in the cosigner section.
 - Equity Discount: On the Front-End LTV, if you enter 90% or lower, the .25% Equity Discount box will be outlined in red as a reminder to apply the discount the member qualifies for. See example below.

	Engine for Observed Loans	
✓25%Discount - Equipment - Equipm	ity □25% Discount - High Cr	
□ + 2%Add + 20 Yrs	■-1% Discount - I Have Connec	
□+2% Add Thin File**	□ +2% Add - Recent BK**	
Payment:\$	1st Payment Date:	
Payments: Auto	Pay from CCU#	
	FT in Forza/Scanned to Digi Docs	
□ ACH from:		
■ Sent ACH to Connie/Scanned to Digi Docs		
□No Automatic Payn		
Collateral: 2015 FO	RD FOCUS	
VIN: 1234FD987TL564195 Mileage: 80,000		
Color: SILVER		
LTV Front: 80 %	Combined: NA %	

 Bankruptcy 2% Add: In addition, if you check the box in the loan review section indicating Bankruptcy as the reason the loan was sent to loan review, the 2% addition under the rate will also be highlighted in red. See example below.



- o FDI: For inhouse refinances, there is now a box to ensure the account identifiers are modified in FDI.
- o Blended Rate Box: There is now a box to check if the loan is a blended rate.

 Loan Review: There is now a section to verify why the loan was sent to loan review!

Loan Review needed for:		
☐F ICO (average) lower than 625		
☐Bankruptcy within the last 3 years		
□Collection(s)/Charge Off(s) in repayment plan (proof in docs)		
☐ Rate Bump involving Unsecured		
□Other:		

- Adobe Signature: Everyone should have their signature and initials uploaded into Adobe. If you need help with this, please reach out to Lindsay and she can help you.
- **Debt To Income (DTI) for Refinances**: On the final page of the credit application, the "before DTI" should include the monthly payment for the loan being refinanced, as this payment was part of their debt ratio prior to entering the refinanced loan.

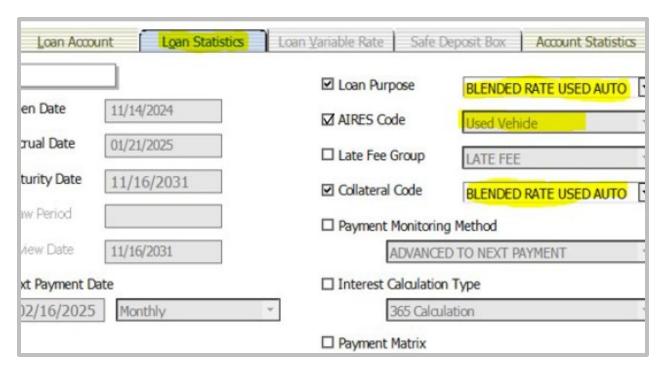
• Rate Bump Reminders:

- For any loan type, if a member is bumped from a D bucket credit tier to a C bucket credit tier, this must go through loan review, because the FICO(s) is below 625 (a second signature from a lender with full lending authority).
- Any unsecured loan being bumped to the next credit bucket (regardless of credit score) must go through loan review.

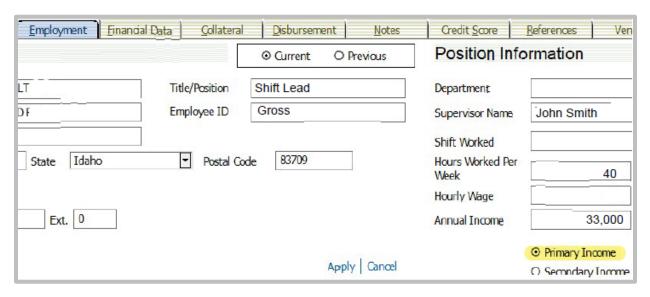
• Internal Loan Audits:

 Collateral Codes: Please ensure that if you adjust the collateral code after the loan has been booked, it is updated in four locations in account adjustment. See example below showing all four fields to be adjusted.

Loan Account Le	oan Statistics	Loan <u>V</u> ariable Rate Safe Deposit Box Account Statistics
Preconfigured Transactions		
No Selection (dear descriptions and current balance fields) ▼		
	Offset GL Branch	MERIDIAN BRANCH ▼
APR		
Configure payment breakou		
		0.00
		☐ Life Insurance 0.00
		☐ Disability Insurance 0.00
		☐ Open Code
N LATE FEES		No Selection
		☑ Application Type
L		BLENDED RATE U ▼
EREST ON LOA		✓ Indude account adjustment on statement?
ics, it will not affect the acco	unt balance.	✓ MAPR
Adjustment Amount		
Interest Paid \$0.00		Accept



 Employment Tab in Forza: Ensure the "Primary Income" button is selected if the employment is the applicant's main source of income. Choosing "Secondary Income" will prevent it from appearing on the application as the primary source of income.



- o Driver's Licenses: Updated Driver's Licenses in Forza whenever possible, even if you are not processing a loan.
- Paystubs: At this time of year, please make sure to obtain both the last paystub from the previous year and the most recent paystub. This will confirm the member's current employment and allow us to accurately calculate their income.
- Lender Report Card: A report card will soon be implemented for each lender, based on two key factors:
 - Loan Documents Scanned: This factor ensures all loan documents are scanned promptly. Failing to scan documents in a timely manner can delay the workflow for others.
 - Errors/ Corrections: This includes a review of errors identified after loan closing and whether those errors were corrected promptly.
- **Loan Scorecard:** GinGar has prepared a detailed portfolio for the Credit Union and each lender, summarizing the previous month's booked loans and the current number of loans each lender has open, with the following features:

- o Breakdown of loans currently on the books, by credit tier bucket.
- Breakdown of loans by loan category and weighted percentage of portfolio based on each loan category.
- o Delinquencies correlated to each loan category.
- o Amount of open loans currently.