# Minimum and Available Setup

The Minimum and Available Setup is used to allow the credit union to enter information or make selections that will affect how the system operates.

**Note:**   In order for changes made to this window to be immediately available, employees that were logged in to VIEW must log out and back in.



**Figure 1**

## Available Computation

**Definition:**  This field determines whether or not the system holds funds from the Available Balance for loans coded for automatic transfer.  This option affects the following areas:
* Member Balance Inquiry
* Available Balance transmitted to ATM processors
* Transaction screens

**Values:**          **Nothing Held**

**Hold 0/30/60/100% on the 16th/26th/1st/10th.**
A percentage of the loan transfer amount will automatically be held from the available balance (00 suffix) based on the day of the month.
- 16th through the 25th = holds back 0%
- 26th through the 31st = holds back 30%
- 1st through the 9th = holds back 60%
- 10 through the 15th = holds back 100%

**Hold percentage of the payment (Biweekly, Weekly, Monthly). \*\***

> A percentage of the loan transfer amount will be held from the available balance (00 Suffix only) after each payroll has posted through Payroll Deduction. The percentage is based on the Payroll Frequency Code (see below) on the primary share account (00 suffix).

**Hold percentage of payment (Weekly, Monthly, Biweekly). \*\*\***

> A percentage of the loan transfer amount will be held from the available balance (00 Suffix only) after each payroll has posted through Payroll Deduction. The percentage is based on the Payroll Frequency Code (see below) on the primary share account (00 Suffix).

**Hold 25/50/75/100% on available days.**

> A percentage of the loan transfer amount will be held from the available (00 Suffix only) based on the day of the month entered in the Avail Days For Type 4 field.

**Available Computation Code 2 \*\***

**Payroll Frequency Code (on the 00 Suffix Inquiry):**

| | |
|---|---|
| Biweekly: | 50% deducted after 1st payroll |
| | 100% deducted after 2nd payroll |
| Weekly: | 25% deducted after 1st payroll |
| | 50% deducted after 2nd payroll |
| | 75% deducted after 3rd payroll |
| | 100% deducted after 4th payroll |
| Monthly: | 100% after the 1st payroll |

**Available Computation Code 3 \*\*\***

**Payroll Frequency Code (on the 00 Suffix Inquiry):**

| | |
|---|---|
| Weekly: | 25% deducted after 1st payroll |
| | 50% deducted after 2nd payroll |
| | 75% deducted after 3rd payroll |
| | 100% deducted after 4th payroll |
| Monthly: | 100% after 1st payroll |
| Biweekly: | 50% deducted after 1st payroll |
| | 100% deducted after 2nd payroll |

**Purpose:** The purpose of the Available Computation field is to hold funds so that funds will be available when the Share to Loan Transfer program is run. The hold is released once the share to loan transfer is posted.

**Related Functions:**  If the Available Computation is activated and shares to share or share to loan transfers are utilized, the Available field on the Member Balance Inquiry is calculated in the following manner:
      * System will consider all transfers with suffix balances greater than zero.
      * System will withhold all pledges on loans.
      * System will withhold pledges on 00 suffixes.
      * System will withhold Reg CC amounts.
      * System will withhold the last FGL amount (Method 4 only)

## Available Days for Type 4

**Definition:**  This option is used only if a 4 was entered in the Available Computation field (see definitions above for Available Computation).  Four days out of the month are specified and each field from left to right represents an additional 25% hold.

**Values:**         1 - 31

**Examples:**  If the following days are entered in the (Avail Days for Type 4) fields (1, 11, 16, 21), the system will hold the following:
      25% from the 1st through the 10th
      50% from the 11th through the 15th
      75% from the 16th through the 20th
      100% from the 21st through the 25th

The system checks the credit union date against the dates in these fields to determine what % will be held.  It looks at the Credit Union date >= to dates entered when holding funds.

## Early Hold Release

**Definition:**  This field determines if Reg CC check holds will release the initial $200 on the day the hold is placed or the next day.  **\*\*Note:**  If the early hold release is set to "yes", the system will release the first $200 for each check that has a check hold in the deposit.

**Values:**         No
                  Yes

## Minimum Balance

**Definition:**  This is the amount held in the 00 suffix that the credit union requires to be in the account at all times in order for a person to be a member of the credit union.

**Values:**         1 - 99

**Purpose:**  This field is used to specify a dollar amount that will automatically be deducted from the balance shown on the Member Summary.

**Example:**  A Minimum Balance of 25 is entered.  A member has a balance of $500 displayed on the Member Summary.  The available balance will be $475.00 (assuming no pledges or holds have been placed on the account).

**Related Functions:**  When transactions are posted, the system will look at the Available Balance specified on the MEMBER SUMMARY (which will include the Minimum Balance requirement).  The AVAILABLE BALANCE transmitted to ATM processors using either positive file or on-line ATM services will take into account the minimum balance.

## Minimum Days Delinquent

**Definition:**  The number of days a loan must be delinquent before a supervisor override is required when posting certain <u>online transactions</u> to ANY suffix on the member's account.

**Values:**          1 - 999

**Purpose:**  This option is used to alert staff (with a supervisor override) of a delinquent loan (05-39, 60-69, 75-79 suffixes) when a member attempts a transaction to any of the member's suffixes.  This affects **ATM/Debit Card transactions, Service Center Transactions**, **Audio Response,** as well as, **transactions done at the credit union, <u>including</u> Miscellaneous Transactions**.  If a Supervisor Override cannot be done for these types of transactions, the transaction is declined.

**Example:**  The Minimum Days Delinquent is set to 10.  The member has two shares and three loan suffixes of which one loan is 12 days delinquent.  Any time the transactions described above are attempted on ANY of the suffixes, a supervisor override is required in order to complete the transaction.  If a supervisor override cannot be given, the transaction will be declined.

## 01 Suffix Minimum Balance

**Definition:**  This selection allows for the amount specified in the Minimum Balance field to apply to 01 suffixes.  **\*\*Note:**  This option might be used by credit unions that allow members to have a 01 suffix and not a 00.  If a member has both suffixes and this option is set to "Does Apply", the Minimum Balance will apply to both the 00 and 01.

**Values:**          Does NOT Apply
                     Does Apply

**Related Functions:**  When transactions are posted, the system will look at the Available Balance specified on the MEMBER SUMMARY (which will include the Minimum Balance requirement).  The Overdraft Transfers program will also look at this field to see if the Minimum Balance applies to the 01 suffixes.

After making any necessary changes, select Save.