

Abbe Springs Ranches HOA Board of Directors

Quarterly Meeting Board Minutes September 27, 2015

The teleconference meeting of the Abbe Springs Ranches HOA Board of Directors (BOD) was called to order at 4:08 pm MDT by President Marshall Adams. Also present were Director Michelle Valentine, Treasurer Kat Brown, Vice President Nancy Crowley and Secretary Susan Bieber.

Secretary Report:

The revised March 7, 2015 annual meeting minutes were approved as posted on the website. The June 3, 2015 BOD meeting minutes will be approved at the next BOD meeting once the original minutes are received by the vice president and posted on the HOA website.

Treasurer's Report:

The BOD reviewed the Balance Sheet, Income and Expense Report, Current Accounts Receivable, Owners Balance Summary and Budget Performance as of August 31, 2015. The BOD voted unanimously to approve the reports as presented. The BOD reviewed several delinquent member accounts and agreed to file 2 liens and contact owners in arrears and that the president would discuss them with the HOA attorney.

Old Business:

Abbe Maps. The treasurer has maps ready for distribution to law enforcement and emergency service offices.

NM HOA Law Update.

1. The annual financial compilation has been posted on the website and cost the HOA \$643.
2. Gene Vance—HOA law consultant. The treasurer will follow-up with consultant on several open issues.
3. Director election ballots. The vice-president informed the BOD that all past ballots have been shredded except for the ballots cast in the 2015 election.

Secret/Anonymous Voting. The HOA attorney has advised it is not required by NM law. The BOD will discuss the issue with the members at the 2016 annual meeting.

Web Site Updates. The vice-president advised that all updates have been completed.

New Business:

Abbe Roads. The roads held up very well to the rains this summer. The rain was more concentrated in the sections closest to the Bear Mountains. Road grading should commence in the next 3 weeks.

Legal Liaison. The BOD discussed and agreed unanimously to continue with the current legal liaison.

Bookkeeping Service. The BOD approved the treasurer's request to move ahead with hiring a bookkeeping firm to handle specified accounting functions commencing by the end of the calendar year. One quote was provided to the BOD for review. The scope of service needed was reviewed by the BOD. The BOD asked the treasurer to obtain three competitive quotes and prepare a spreadsheet of the provided services from each firm for the BOD to review by email.

Lot 2 Drop Pole Request. The owners of Lot 2 petitioned the BOD for a variance for one drop pole on their property to provide electrical service to their house. One drop pole was approved due to the ditches and arroyos on the property with the balance of service underground from the drop pole to their house.

Executive Session. Executive Session was requested by the president to discuss a human resources matter. Executive session was entered at 5:38 pm MDT and exited at 5:53 pm MDT.

Lot 57 Request for HOA Assistance. The owner of Lot 57 requested assistance from the HOA for issues with the Forest Service road encroaching on the property. The BOD agreed that this is not an HOA matter. The president agreed with owner to speak to HOA attorney to confirm that it was not an HOA issue. The president met with Forest Service Manager to brief him on behalf of the owner. The BOD agreed unanimously to close the matter.

Seller's Disclosure Statement. The statement was sent to two property owners who advised the BOD of the pending sale of their properties. Neither seller paid the HOA the \$150 fee for the Disclosure Statement. The vice-president will research electronic services to prove receipt of Disclosure Statement by the seller.

BOD Term Limits. The secretary requested a BOD discussion on setting term limits for the BOD positions so board members could not serve consecutive terms. This would require that the BOD and membership adopt a change to the current by-laws. After discussion, the secretary amended the request to allow BOD members to serve for two consecutive terms before leaving the board for one term and being able to run for office again. It was the consensus of the BOD that term limits of any kind would not serve the best interests of the HOA at this time given the lack of volunteers to run for office over the past six years and the need for some form of continuity in the specific skill sets for board positions. The secretary stated that there are a number of members who would run for office if there were vacant positions. It was restated that most of the current BOD would prefer to retire from the board if there were qualified candidates to run the HOA. A discussion ensued regarding the skill sets required for the officer positions. The secretary was asked to contact members who expressed interest in running for the board and discussing the responsibilities and skill sets needed and report back to the board about potential candidates by email. The issue was tabled pending the secretary advising the board about her efforts.

Word Software and Scanner for Secretary Position. Discussion took place for the 3rd time reiterating the BOD's policy to purchase the latest version of Microsoft Word and a scanner to ease the effort required for the secretary to publish meeting minutes and conduct other responsibilities of the position. The secretary said she would verify the status of her software and the issue was tabled for a future meeting.


HOA Original Documents. The vice president is still in possession of a number of original HOA documents and requested if we should put them into the HOA safe deposit box. It was agreed that the vice president would check to make certain a PDF electronic file existed for each document. The vice president will bring the documents to the 2016 annual meeting for deposit into the HOA safe deposit box.

The meeting was adjourned at 6:26 pm MDT.

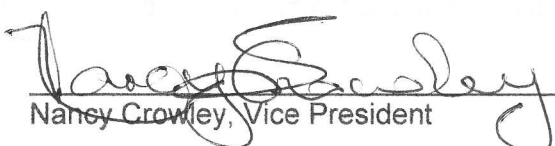
DATED: Oct 2 2015

Minutes presented by the BOD Committee:


Minutes approved by:


 10/23/15

Marshall Adams, President

 10/28/2015

Nancy Crowley, Vice President


Kat Brown, Treasurer


Michelle Vallentine, Director

Resigned prior to distribution of minutes
Susan Bieber, Secretary