

# Abbe Springs Ranches HOA Board of Directors

## *Quarterly Meeting Minutes, March 5, 2016*

A meeting of the Abbe Springs Ranches Board of Directors (BOD) was called to order at 12:35pm MST by President Marshall Adams. Also present were Director Michelle Vallentine, Treasurer Kat Brown, and Vice President/Acting Secretary Nancy Crowley. The meeting was held after the annual meeting at the High Country Lodge, Magdalena, NM.

### **Election of Officers**

President: Marshall Adams

Vice President: Michelle Vallentine

Treasurer: Kat Brown

Secretary: Nancy Crowley

The officers were unanimously approved.

### **Fiduciary responsibilities and Due Diligence**

Each member of the Board was provided documents by the President that reviewed the fiduciary and due diligence responsibilities of the Board members. The President discussed some of the most important responsibilities of the Board and requested each Board member review the documents thoroughly.

### **Accounts Receivable Review**

Collections Attorney. The HOA attorney will be using an attorney, who also does foreclosures, to assist with collections for three lots.

Bookkeeping Service. The contract for the bookkeeping service was reviewed. The Treasurer is the interface between the Board and the bookkeeper. The Treasurer will write a document describing what the Treasurer does and the qualifications for the Treasurer. Each position will write up a similar processes document. The Treasurer will check to see if the by-laws allow adding the bookkeeper fees to any collections effort.

### **NM HOA Law**

To simplify the availability of the information for a member the Board agreed to update the web site to put a link on the main page with the title "Record Disclosure to Members". This goes to the page that has the information that must be provided to HOA members upon request.

### **Abbe Land Use**

The Board received an inquiry from a member concerning a prospective buyer of the lot who had interest in grazing cattle on the property. Following consultation with the HOA attorney the President advised the member that no commercial activities are allowed on Abbe properties per the CE&Rs. The attorney also determined there would be a number of issues that a member would need to address in order to graze cattle on an Abbe Springs HOA lot. Having not heard back from the member the Board considers the matter closed. The attorney recommended the Board further define the matter of land use within the guidelines of Rules and Regulations.

### **Land Preservation Trust**

The President will investigate donating Abbe lots to a trust for a tax deduction. The trust would have to pay the HOA dues.

**Web Site Review**

The Vice President will review the web site quarterly and provide feedback to the web master.

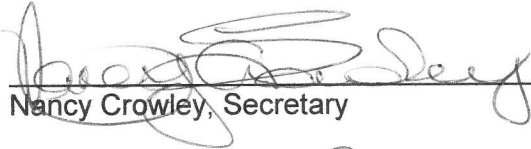
**Fax Service**

The Fax Service was only used twice in the last year. The Board voted to discontinue the fax service.

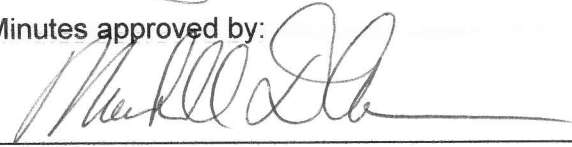
The meeting was adjourned at 1:37 pm MST.

DATED: Mar 5 2016

Minutes presented by:

  
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Nancy Crowley, Secretary

Minutes approved by:

  
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Marshall Adams, President

Approved by Vice President Michelle Vallentine and Treasurer Kat Brown via e-mail.