

# Abbe Springs Ranches HOA Board of Directors

## Quarterly Meeting Minutes, March 7, 2020

The first quarterly meeting of the Abbe Springs Ranches HOA Board of Directors (BOD) was called to order by President Paul Kotula, at 12:45 PM (MST). Also present were Vice President Marjorie Hlava, Secretary Bruce Holsapple, Treasurer Leroy Bieber, and Director Bob Mack.

### **Election of Officers**

President, Paul Kotula  
Vice President, Marjorie Hlava  
Treasurer, Leroy Bieber  
Secretary, Bruce Holsapple  
Director, Robert Mack

### **Fiduciary Responsibilities and Due Diligence**

Board members were provided documents on Fiduciary Responsibilities and Due Diligence. The President briefly reviewed those documents. Members were asked to certify (within ninety days) that they had read the community documents (in compliance with 2019 revisions to the NM Homeowners' Association Act). All members were familiar with those documents.

### **Task Assignments**

Google Drive—Leroy Bieber  
HOA Documents—All members will review the governing documents  
Bank Account Signers—Paul Kotula and Leroy will arrange to add Leroy  
Legal Liaison—Paul  
San Agustin Water Grab—Paul  
Roads—Bob Mack  
Website--Paul

### **Secretary's Report**

A motion to accept the January 5, 2020 4<sup>th</sup> Quarter Meeting Minutes as posted on the web site was approved unanimously. Minutes of the 2020 Annual Meeting to follow.

### **Treasurer's Report**

The Board discussed mailing a short "reminder" letter to members whose assessment fees will soon fall overdue, as they did last year. Bruce will circulate a draft to Board Members for approval, ask the bookkeeper for names of those not current, and mail the letter on March 15. Paul will turn over a list of those members who remain in arrears to

the HOA lawyer on April 9<sup>th</sup>. As discussed at the Annual Meeting, there are currently two liens in process. One of those will be released if the lot owner remains in compliance in 2020. The BOD has also agreed to eliminate all minor balances due. Because there were detailed discussions of the HOA financial accounts during the Membership Meeting, there was no further Treasurer's Report.

### **Road Report**

Summers is due to work on culverts this spring.

### **Old Business**

#### **Executive Session**

The Board went into Executive Session at 1:20 PM and exited at 1:34 PM.

### **New Business**

#### **Annual Meeting Review**

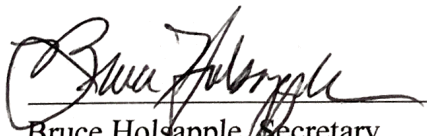
The BOD felt positive about the Annual Meeting, especially about reduced costs and the high number of members in compliance. They will work on reviewing the governing documents and maintaining the Website and Google Drive over the coming year.

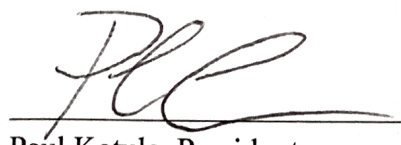
### **Adjournment**

The meeting was adjourned at 1:40 PM.

DATED March 11, 2020

Minutes presented by:

  
\_\_\_\_\_  
Bruce Holsapple, Secretary

  
\_\_\_\_\_  
Paul Kotula, President

Approved via email by Vice President Marjorie Hlava, Treasurer Leroy Bieber, and Director Bob Mack.