

# Abbe Springs Ranches HOA Board of Directors

## Quarterly Meeting Minutes, March 6, 2021

The first quarterly meeting of the Abbe Springs Ranches HOA Board of Directors (BOD) was called to order online through GoTo Webinar by President Paul Kotula, at 12:45 PM (MST), directly after the Annual Membership meeting. Also present were Vice President Marjorie Hlava, Secretary Bruce Holsapple, Treasurer Leroy Bieber, and Director Donnie Tripp.

### **Election of Officers**

A motion was made, seconded and approved that we continue in our present roles. Paul will post the positions with the Secretary of State.

President, Paul Kotula  
Vice President, Marjorie Hlava  
Treasurer, Leroy Bieber  
Secretary, Bruce Holsapple  
Roads, Donnie Tripp

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

Board members were provided documents on Fiduciary Responsibilities and Due Diligence. The President 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 and Paul Kotula  
HOA Documents—All members will review the governing documents  
ByLaws Revision—Margie Hlava  
Nusenda Account—Leroy Bieber, Paul Kotula and Bruce Holsapple are signatories  
Wells Fargo Safe Box—Bruce and Leroy will arrange to add Leroy  
Legal Liaison—Paul Kotula  
San Agustin Water Grab—Paul Kotula  
Roads—Donnie Tripp  
Website—Heather Kotula

### **Secretary's Report**

A motion to accept the January 31, 2021 4<sup>th</sup> Quarter Meeting Minutes as posted on the web site was approved unanimously.

## **Treasurer's Report**

The Board discussed mailing a short "reminder" letter to members whose assessment fees will soon fall overdue, as in prior years. Bruce and Margie will draft a letter in the following week and send it to Board Members for approval. Paul will ask the bookkeeper for names and addresses of those not current, and mail the letter (by the Postal Service) on March 15. He will turn over a list of those members who remain in arrears to the HOA lawyer on April 7<sup>th</sup>. Because there were detailed discussions of the HOA financial accounts during the Membership Meeting, there was no further Treasurer's Report.

## **Road Report**

Director Donnie Tripp has recently driven our HOA roads and found them to be in good shape. He did spot several small problems with FR 123, however, and hopes to be able to address those with Socorro County. Leroy added that he has a project involving two culverts on Camino del Sueno. He will meet with Donnie and then present a plan and list of materials he needs to purchase at our next meeting.

## **Old Business**

### **ByLaws Revision**

Almost all issues involving revision of the By-Laws were discussed at the annual membership meeting. But see below.

## **New Business**

### **Restricted Assets**

There was a brief discussion of revising the amount and/or wording of the HOA's restricted assets, but a decision was not reached. The issue will be revisited.

### **Annual Meeting Review**

The BOD felt positive about the Annual Meeting, especially about reduced costs and the number of members in compliance. It went smoothly, given the circumstance.

### **Next Board Meeting**

The next Board Meeting will be June 6, 2021 at 4:00 PM MST.

### **Adjournment**

The meeting was adjourned at 1:45 PM.

DATED March 7, 2021

Minutes presented by:

  
Bruce Holsapple, Secretary

  
Paul Kotula, President

Approved via email by Vice President Marjorie Hlava, Treasurer Leroy Bieber, and  
Director Donnie Tripp.