

# Abbe Springs Ranches HOA Board of Directors

## Quarterly Meeting Minutes, September 25, 2022

The second meeting of the Abbe Springs Ranches HOA Board of Directors (BOD) was called to order online through Zoom Video Conferencing by President Paul Kotula, on September 25, 2022 at 3:03 PM (MST). Also present were Justin Karl, Marjorie Hlava, Leroy Bieber, and Bruce Holsapple.

### **Secretary's Report**

A motion to accept the March 5, 2022 Board Meeting Minutes as posted on the web site was seconded and approved unanimously.

### **Treasurer's Report**

There are currently thirteen members in arrears for the annual Assessment Fee. They were invoiced in February 2022. We ordinarily send a reminder to members in arrears in mid-March, but this year we experienced disruptions with our bookkeeper. Paul and Margie will draft and send a reminder letter this week, asking those in arrears to pay within thirty days. If they do not comply, their accounts will be turned over to the HOA lawyers.

Because of those disruptions with the bookkeeper (mentioned above), we were forced to recheck all accounts with a new bookkeeper. That work has recently been completed. (Detailed accounts will be distributed to the Board soon, when the new bookkeeper has prepared them.) Operating without a bookkeeper has been a bit rocky. The Board had agreed, in March, to transfer \$15,000 out of the Checking account and \$20,000 out of the Money Market account to short term (6 month or one year) Certificates of Deposit and the issue of how funds are to be deposited (e.g. short term CDs) was revisited in June 2022, but that was also disrupted by the lack of a bookkeeper. It was decided, because of repairs to our roads, that it would be best to have a buffer in our checking account. There will be a blading bill soon, and we also now need to deposit an additional \$500 to our Wells Fargo account. We are financially healthy, but our expenses were likely above budget because of problems with our roads.

### **Road Report**

We've had several heavy downpours this monsoon season and our roads were seriously damaged. Those damages have been repaired, and the road will soon be graded. Forest Road 123 was also badly damaged, but that road has not been repaired. Leroy has made repeated requests for roadwork, to the County and to the Forest Service, without getting much of a response. He's also met with the Forest Service. The latest word is that the road will be fixed "soon."

Consequently, the Board discussed the Memorandum of Agreement that Abbe Springs HOA has with both Socorro County and the Forest Service concerning the HOA's ability to make short term, emergency repairs. Bruce will try to locate that document and provide copies for the Board, and either Leroy or Bruce will meet with the Forest Service about the Memorandum.

In April, the Board determined to do pre-emptive work on Camino del Sueño and Geronimo, putting in new culverts, moving culverts, and putting extensions on current culverts. The cost was \$10,980.97. In July there was heavy damage done to Camino del Sueño, Geronimo and Los Estrellas. Short term repairs there cost the HOA \$1488.38. Unfortunately, there was further, extensive damage to a large area on Camino del Sueño, making that road impassable. A bulldozer and backhoe were needed. The cost was \$9,981.63. The Board would like to thank Mike LeBlanc, Theresa Schmieder, and Curtis Terrill for their patience and for volunteering to help repair Camino del Sueño.

As mentioned, the annual grading is due in October.

### **Old Business**

#### **Policy and Procedures Manual**

The Vice President proposed to create a Policy and Procedures Manual to help future Boards govern the HOA. That would entail examining and likely revising for clarification existing HOA Covenants, Easements and Restrictions and HOA Rules and Regulations. Her goal would be to make sure the two documents are in compliance with current NM laws and with our revised Bylaws. It was suggested that the job be done in two stages, to give the Board ample time to discuss proposed changes. A motion was put forth and seconded that she draft a proposed table of contents for discussion. The motion passed.

### **New Business**

#### **Board Elections**

The terms of two members of the Board of Directors will expire in March 2023. There will be a member mailing in November to solicit nominations to fill the upcoming vacancies. Nominations are due in December.

#### **Next Meeting**

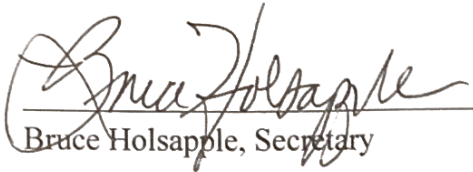
The Board will conduct its third meeting by Zoom on December 12 at 4:00 PM (Mountain).

#### **Adjournment**

The meeting was adjourned at 4:21 PM.

DATED September 28, 2022

Minutes presented by:

  
Bruce Holsapple, Secretary

  
Paul Kotula, President

Approved via email by Vice President Marjorie Hlava, Treasurer Leroy Bieber, and Director Justin Karl.