

Abbe Springs Ranches HOA Board of Directors

Quarterly Meeting Minutes, June 18, 2023

The second quarterly meeting of the Abbe Springs Ranches HOA Board of Directors (BOD) was called to order by teleconference (via Zoom) by President Paul Kotula, at 4:06 PM (MST). Also present were Marjorie Hlava, Leroy Bieber, and Bruce Holsapple. Justin Karl was absent.

Secretary's Report

A motion to accept the March 4, 2023 Board Meeting Minutes as posted on the web site was approved unanimously.

Treasurer's Report

The President presented a fiscal "Statement of Activity" provided to the HOA by our bookkeeper, but the President introduced the document by stating he had questions about its reliability. For instance, under "Revenue," the amount listed as "Annual Dues" was \$32,695.65 but the HOA income from the annual Assessment Fee (129 lots at \$150 per lot) is \$19,350. He also pointed out that there are twelve lot members listed as being in arrears for the annual Assessment Fee, but he doubted that list was accurate. He recounted sending out a short "reminder" letter in March to those in arrears, only to find out, afterwards, that the member addresses had not been updated from the Socorro County list, as requested (in January 2023). Consequently, several letters had to be sent a second time, and we now do not know how many members are in arrears, presumably less than the twelve listed. To ensure our accounts are accurate, someone must check bank deposits against the current membership list. When we are certain about those accounts, a list of members who are in arrears will be turned over to the HOA lawyer for collection. After discussion of related bookkeeping issues, it was decided not to accept this document into the record. See below for further discussion.

Road Report

Our HOA roads are in good shape, but FR 123 is in serious need of grading. Leroy reported that Socorro County was on the verge of grading FR 123, but the County and the Forest Service were not able to come to an agreement about road maintenance. As stated in the March 4, 2023 Minutes, Leroy and Paul will update our memorandum of agreement on FR 123 with Socorro County and the Forest Service. Leroy will deliver it to the County and Forest Service for approval. Bruce will contact Hometown Construction to schedule our annual grading in the fall.

Old Business

Operations Manual

Vice President Hlava is constructing an administrative operations manual to pass on to future HOA Boards, and has she has emailed topic areas for the Board to consider. These include developing formal policies on nonpayment, liens and foreclosures, providing contact information on road maintenance, proposals for record keeping and a statement on building construction in the HOA. She will email the Board on her progress, and she hopes to provide documents for discussion at the next Board meeting

Revision of Rules and Regulations

Marjorie emailed the Board proposed changes to the HOA Rules and Regulations this spring, but the issue has been postponed in order that she and Bruce iron out several preliminary issues. They hope to propose revisions to the Board along with the operations manual (above).

Google Drive

There has been no progress on cleaning up the HOA Google Drive.

New Business

Performance of Contractors

Paul proposed that we must have better bookkeeping services and as soon as possible. There are three areas of concern: (1) an accurate account of who has paid or not paid the annual Assessment Fee, so that a list of members who have not paid can be turned over the HOA lawyer; (2) the 2023 HOA State and Federal tax forms have not been filed, despite assurances that they would be filed; and (3) there are apparently a number of errors in our bookkeeping accounts, as evident in the "Statement of Activity" (see above). Bruce will contact one bookkeeper whose services in the past have been reliable. He will report back. If that contact doesn't work out, the Board will appoint a search committee to locate better bookkeeping services during the summer.

Next Meeting

The Board will conduct its third quarterly meeting on September 10 at 4:00 PM (Mountain).

Adjournment

The meeting was adjourned at 4:57 PM.

DATED June 20, 2023

Minutes presented by:


Bruce Holsapple, Secretary


Paul Kotula, President

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