

Abbe Springs Ranches HOA Board of Directors

Quarterly Meeting Minutes, Sept. 10, 2023

The third 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 4:08 PM (MST). Also present were Marjorie Hlava, Leroy Bieber, and Bruce Holsapple. Justin Karl was absent.

Secretary's Report

A motion to accept the June 18, 2023 Board Meeting Minutes as posted on the web site was approved unanimously.

Treasurer's Report

The Secretary and President both tried to contact the bookkeeper whose services we've used in the past, as proposed in the prior Minutes, but without success. He apparently is no longer in business. Treasurer Leroy (and Susan) Bieber and Vice President Margie Hlava met with the accounting firm of Associated Tax and Accounting, LLC, 2425 San Pedro Drive NE Suite 200, in Albuquerque in July, in hopes of securing their services, for they come with excellent references, and the HOA needs a good accountant. The Treasurer and Vice President presented our engagement letter, detailing our needs and expectations, and the meeting went well. The two people they talked to were knowledgeable and made several suggestions. The Board voted by e-mail to enter into contract with Associated Tax and Accounting, starting August 1st. We then secured our records from the Balance Sheet and forwarded them to Associated Tax. Associated Tax will sort through our QuickBooks files to correct problem entries and file our 2022 taxes, which the prior company neglected to do. (The prior company also made a number of errors in our accounts.) Associated Tax will also provide us with quarterly statements and yearly invoices. In consequence, we have opened up our own mailbox, at P.O. Box 824 in Magdalena, NM 87825 and will collect yearly checks from members ourselves. We will log those checks, then send them to Associated Tax for deposit. This will give us more control.

The Secretary and Treasurer (along with Susan Bieber) also went through the deposit records from Nusenda Credit Union, from January 2022 through May 2022, correlating deposits with our QuickBooks records, to determine who had paid their Annual Assessment Fee in 2022. They found nine lot owners to be in arrears for the 2023 Assessment Fee. One problem discovered is that our prior bookkeeper never updated members' addresses, even though they were provided a new list of addresses and asked to update those. As a consequence, some members may have never received an invoice.

The President will request a list of members in arrears from Associated Tax, when they have finished correcting the records, correlate that list with the list that the Board established and send new invoices with a warning letter to accounts in arrears. Those accounts will be turned over to the HOA lawyers for collection, if the Assessment Fee is not paid within 30 days.

Finally, we received notice from the HOA lawyers that their legal fees are increasing this year. The BOD voted to continue services with Hunt and Davis, but also to pass that increase on to accounts that require our use of lawyers (from \$137.50 to \$150).

Road Report

Our HOA roads are in good shape, but FR 123 is in bad need of grading. Leroy reported that the Forest Service and Socorro County will be conducting a public meeting on the blading of County and Forest Service roads on September 20, 2023 at 6:00 PM at the Senior Center, 500 9th Street in Magdalena. It may be available via Zoom. The Treasurer plans to attend. The HOA roads are scheduled for their annual grading in October (or November).

Old Business

Google Drive

There has been no progress on cleaning up the HOA Google Drive, but it was suggested that we delete old, out of date information and transfer relevant data to our own website. Leroy has had difficulty accessing the site, so Paul hopefully will accomplish this.

Operations Manual

Vice President Hlava is constructing an operations manual to pass on to future HOA Boards, but this item was not included on the agenda for discussion.

Revision of Rules and Regulations

Marjorie will be proposing changes to the HOA Rules and Regulations soon, but the issue has been postponed in order that she and Bruce iron out several preliminary issues. She hopes to propose revisions to the Board along with the operations manual (above).

New Business

Next Meeting

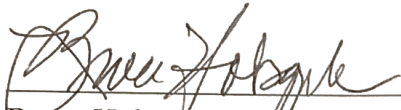
The Board will conduct its fourth quarterly meeting on December 10 at 4:00 PM (Mountain) by teleconference.

Adjournment

The meeting was adjourned at 4:52 PM.

DATED September 11, 2023

Minutes presented by:


Bruce Holsapple, Secretary


Paul Kotula, President

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