

Tierra Grande Improvement Association, Inc.
Via: Zoom & Telephonic
Board of Directors
April 27, 2022

Directors Present: Jim Lardner, President
Michael Sumner, Executive VP (Zoom)
Judi Magnussen, Treasurer
Rhonda Davis, Secretary
Trenten Moore, Director

Directors Absent: None

Administration Present: Sue Moran, Administrator
George Hobbes, Accountant

Guest(s): Neil Antonio, Movie Producer (Zoom)
Filming in TGIA Open Space

Audience: Ron Robbins

Jim Lardner, President, called the meeting to order at 3:58 p.m.

GUEST: Mr. Antonio introduced himself (Zoom). He is a movie producer, writer, director. He is also a TG landowner in Unit 10. His lot is over 40 acres. He plans from time to time to use his TG property as a movie set. No permanent structures are planned. Movie sets are temporary structures and will be removed at the close of the production. He is aware that he requires an approved variance from the Architectural Control Committee for temporary structures.

During his orientation to Tierra Grande, he discovered that as a member he has access to the Open Space. This access is his primary reason for coming before the Board. Mr. Antonio shared that from time to time a movie production may require a location that is rugged such as the mountain land and/or serene such as Black Butte Park. He is requesting permission from the Board to use the Open Space for filming should such a production arise.

Discussion took place regarding a contract, insurance coverage, prepayment of agreed upon costs, etc. Mr. Antonio assured the Board that he would make sure that everything is in place prior to the start of filming.

The Board agreed to allow Mr. Antonio to present a contract to the Board if such a movie production ever arises and see how it goes.

Mr. Antonio closed the Zoom link at this time.

AGENDA:

Mr. Lardner asked if there were any changes to the agenda.

Ms. Moran asked that the following items be added to the agenda:

- 1) Old Business: Office Procedure Manual

The agenda was accepted as amended.

ACTION ITEMS:

Board of Directors Meeting Minutes - March 23, 2022

Mr. Lardner asked if there were any changes or corrections to the content or to the substance of the minutes. There being no discussion:

Motion: Motion by Ms. Magnussen, seconded by Ms. Davis to approve the Board meeting minutes of March 23, 2022 as presented. No further discussion. Unanimously approved. Motion carried.

2022 Consolidated Budget - The 2022 proposed budget was updated to move the IT Consultant from an independent contractor to an employee. Ms. Moran explained that the consolidated budget is required to be uploaded on TGIA's web page. The detailed budget is shared with members at the Annual Meeting of the members.

Motion: Motion by Ms. Magnussen, seconded by Ms. Davis to approve the 2022 Annual Budget as presented. No further discussion. Unanimously approved. Motion carried.

Renewal of CD # 78 - CD # 78 matures on April 28, 2022. The Board discussed options such as rolling into the other CD that will mature in October 2022. Mr. Hobbes stated that he believes that interest rates will rise over the next few months and he did not like having all the funds in one CD. Ms. Moran will talk to a representative at UBB to see if a little better rate can be negotiated above the .25% currently offered for a three (3) month CD.

Motion: Motion by Mr. Moore, seconded by Ms. Magnussen roll CD #78 into a three (3) month CD. No further discussion. Unanimously approved. Motion carried.

Amended Personnel Policies – The Board reviewed the updated TGIA Personnel Policies that now comply with the State of New Mexico's Healthy Workplaces Act.

The Board set the 12-month period for the sixty-four (64) hour annual use of "sick leave" to coordinate with the effective date of the HWA which is – July 1, 2022.

Motion: Motion by Ms. Magnussen, seconded by Ms. Davis to approve amended Personnel Practices as presented to be effective July 1, 2022. No further discussion. Unanimously approved. Motion carried.

Ms. Moran noted that the State is working on yet another proposal relating to the use of sick leave and or paid time off for all employers. Comments need to be into the legislative committee before October 2022. The Board suggested that Ms. Moran write a letter to the legislative committee, outlining potential hardships to a small business.

FINANCIAL REPORT(s) – The Financial Report for period ending March 31, 2022 was reviewed.

There being no discussion, Mr. Sumner recommended that the Financial Statement for the period ending March 31, 2022 be placed in the record for audit or review.

OLD BUSINESS:

Update-Multi-Use Center - Mr. Moore noted there was not much to update regarding the status of the development of the Multi-Use / Fire Station. Fencing should begin mid-May. He did not recommend gate installation until construction begins. He had hoped that the cost of materials would come down but it does not look like it. It may get worse. He noted that Ms. Moran forwarded another copy of the proposed lease between TGIA and the City of Rio Communities to be updated by the City accordingly. The lease has to be approved by the State Fire Marshall before the fire station can be recognized.

SunZia – Ms. Moran informed the Board that SunZia has amended almost every map and page per her request. There is a property missing from the record on one document and the legend on a couple of the maps needs to be adjusted.

Office Procedure Manual – Ms. Moran remarked that the Office Procedure Manual is coming along. Ron Robbins is doing a great job of incorporating changes. The Manual will be a living document that will be updated as events occur. A “how to” section will be added. The manual will be used to train staff as well.

NEW BUSINESS:

Fees / Fines Report – The Board reviewed a report of fees/fines charged and collected during the period of April 1, 2021 – March 31, 2022. The fees/fines were broken into categories such as Architectural Control, Liens, Foreclosures, Legal, & Misc. Fees.

Mr. Lardner asked if there had been complaints regarding ACC fees/fines. Ms. Magnussen mentioned that just one resident complained. Ms. Moran stated that for her, this was a way to track the status of items, to recover funds from those members who “cost” staff time, materials, filings, etc. She also mentioned that there are owners who “watch” us to make sure that we are enforcing the covenants. When concerned owners are informed that fines are being charged, it

seems to assure them that TGIA is on top of the issue and it is a cost-effective way to enforce the Protective Covenants.

OTHER ITEMS:

Annual Meeting – The Board supported Ms. Moran’s efforts to keep the cost of the annual meeting manageable. Light finger foods will be offered. Mr. Robbins noted that he had researched that Zoom does not require a passcode and/or an invite to have people participate. Ms. Moran noted that because there is no internet service at the Sr. Center, her iPhone should have enough data to Zoom the meeting. She will need a tri-pod. Mr. Robbins will work on setting up the Zoom connection.

Appointment of Ballot Committee / Proxy Agents – Mr. Lardner noted that per the HOA law, the Board President is to name a neutral third party or committee to count the TGIA election ballots. Ms. Moran noted that the name of those appointed must appear on the proxy portion of the ballot. She will be preparing the ballot shortly for publication in the newsletter.

Mr. Lardner appointed Mr. Hobbes and Ms. Earthman to the committee with Ms. Self to serve as an alternate.

EXECUTIVE SESSION: The Board moved into Executive Session at 5:15 p.m. to discuss Personnel Matters.

The 2-month evaluation of Ms. Self and Mr. Robbins were reviewed. No decisions were made.

The Board reconvened at 5:30 p.m.

NM Dept. of Game & Fish – Mr. Moore asked if we had heard back from NM Game & Fish regarding the mountain lions in our Open Space. Ms. Moran reported that Game & Fish had received the letter from TGIA requesting help in this matter. She will follow up and report back before the May Board meeting.

ADJOURNMENT: Mr. Lardner adjourned the meeting at 5:40 p.m.

Next TGIA Board Meeting: The next meeting is scheduled for Wednesday, May 25, 2022 at 4:00 p.m.

Signature

/sdm: Minutes04/27/2022

Date Approved