

Tierra Grande Improvement Association, Inc.  
Board of Directors  
February 27, 2019

**Directors Present:** Carol Gasperetti, President  
Michael Sumner, Executive VP (telephonic)  
Judi Magnussen, Treasurer  
Jim Lardner, Secretary  
Howard Snell, Director (arrived at 4:30)

**Directors Absent:** None

**Administration Present:** Sue Moran, Administrator  
George Hobbes, Accountant

**Guest(s):** Representatives of Western Spirit Transmission Line  
**(Did not attend today's Board Meeting as planned)**

Carol Gasperetti, President, called the meeting to order at 3:57 p.m.

**AGENDA:**

Ms. Gasperetti asked if there were any changes to the Agenda.

Ms. Moran asked that the "NM State amendments to the HOA Act" be added to New Business.

There being no other changes made to the Agenda, the Agenda was accepted as amended.

**ACTION ITEMS:**

**Minutes:** January 23, 2019 Board Meeting

Ms. Gasperetti asked if there were any changes or corrections to the content or to the substance of the minutes. No changes were identified. There being no further discussion:

**Motion: Motion by Mr. Lardner, seconded by Ms. Magnussen to approve the minutes of the January 23, 2019 Board Meeting as presented. No further discussion. Unanimously approved. Motion carried.**

**FINANCIAL REPORT(s)** – The Financial Reports for period ending December 31, 2018 and January 31, 2019 were reviewed.

There being no questions or discussion the Financial Statements for the period ending December 31, 2018 and January 31, 2019 will be placed in the record for audit or review.

## OLD BUSINESS

**Assessment Discussion:** The Board reviewed two (2) spreadsheets.

- The first spreadsheet was a historical breakdown of the assessment fees charged to Tierra Grande landowners beginning in 1973 through to the proposed increase in 2020. Discussion ensued regarding the three (3) year timeframe reflected on the spreadsheet. Nothing prevents the Board from reviewing the assessment revenue annually against expenses which could result in an increase within the three (3) years reflected on the spreadsheet. Ms. Moran noted that there is a lot of work / forms / notices to be filed when assessments are increased. Ms. Gasperetti recommended the CPI look back period for the proposed 2020 increase be reflected in the “information” section of the spreadsheet.
- The second spreadsheet showed the current maximum assessment income that could be collected annually which just about covers the Association’s day to day expenses. At the bottom of the spreadsheet the projected maximum assessment income under the proposed rates was calculated.
  - 5 – 9.99 Acres - \$30 increased to \$50
  - 10 – 19.99 Acres - \$45 increased to \$75
  - 20 – 39.99 Acres - \$60 increased to \$100
  - Over 40 Acres - \$75 increased to \$125

**Motion: Motion by Ms. Magnussen, seconded by Mr. Lardner to approve the increase in assessments as indicated above to be effective January 1, 2020. There being no further discussion. Unanimously approved. Motion carried.**

## NEW BUSINESS

**2019 Draft Proposed Budget:** The Board reviewed the draft proposed budget for 2019.

- Ms. Moran stated that the increase reflected in the Administrator’s budget line is not related to a pay increase but additional work hours. The office demands have increased significantly. She recommended an increase to reflect thirty-five (35) hours a week. The Board suggested that the budget be amended to reflect forty (40) hours a week. Mr. Hobbes reminded everyone that the payroll taxes budget line needs to be increased accordingly.
- Mr. Hobbes also recommended the following line item changes:
  - Move \$10,000 from Community Maintenance / Improvements Roads
    - to Maintenance 1. Road Safety/Improvements
  - Move \$500 from Open Space Maintenance
    - To Maintenance 2. Property Maintenance

Ms. Moran will update the proposed budget accordingly and bring it before the Board in March.

**For Sale By Owner – TGIA Properties:** Ms. Moran requested adding some TGIA properties to the For Sale By Owner Catalog. The FSBO catalog has been active for three (3) years. A few of the TGIA lots are well located and should bring in a bit more. Our asking price will be in alignment with current market value of properties while keeping in mind our efforts to recover associated costs. This process is in compliance with the TGIA Property Sale Policy. If none of the properties sell, then we can offer them for bid in the November 2019 Tails N Trails newsletter as has been our practice in the past.

**Motion: Motion by Ms. Magnussen, seconded by Mr. Lardner to add some Tierra Grande owned lots to the For Sale By Owner Catalog. There being no further discussion. Unanimously approved. Motion carried.**

**Architectural Control Committee (ACC):** Ms. Moran shared that the ACC has been actively working on policy, forms, fees and fines which will be presented to the Board shortly. One item that requires the Board's guidance is the make-up of the ACC Committee which is appointed by the Board. The Board discussed the Protective Covenants – Item 12 – which directs the minimum number of representatives (3) as appointed by the Board annually and nothing more. The Board also reviewed the Bylaws Section 3.15 which speaks to Standing Committees to consist of a Chairman and two or more members of the association, at least one of whom shall be a Director.

As a result of the discussion the Board directed the following:

Per the protective covenants the ACC must be at least a three (3) person committee. The Board approved up to five (5) person committee

ACC Committee/Appointees:

- 1) Chair – Board Director – who may or may not be a TGIA landowner/resident
  - has sole signature authority for approve/disapprove ACC requests
  - votes only in case of a tie
- 2) Administrator - may or may not be a TGIA member
- 3) Resident - must be a TGIA member in good standing
- 4) Appointee - make an effort to seek out a TGIA landowner non-resident
  - if not available then a resident in good standing
- 5) Appointee - make every effort to look for an outside business person
  - if not available then a TGIA landowner member in good standing

No appointee will be considered who has a close personal relationship with a sitting ACC member.

**Senate Bill 150 – HOA Act Update:** Ms. Moran shared that the State of New Mexico has made amendments to the HOA Act. Changes will become effective July 1, 2019. Changes are related to requirements of the Board, notification and timeline requirements of the Association to members, buyer/seller disclosures and member document requests. Ms. Moran will be working with the Architectural Control Committee to match our forms to the State's

requirements where applicable. She will also draft the forms necessary to assure that the Board requirements are met as well as update the HOA Disclosure forms.

**OTHER ITEMS**

**Socorro County Assessor:** We received information that the Socorro County Assessors computer system crashed. It will be important for Tierra Grande and for our Socorro landowners to review our property records carefully.

**ADJOURNMENT:** Ms. Gasperetti adjourned the meeting at 5:45 p.m.

**Next TGIA Board Meeting:** The next meeting is scheduled for Wednesday, March 27<sup>th</sup> 2019 at 4:00 p.m.

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Signature

/sdm: Minutes02/27/19

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Date Approved