

Tierra Grande Improvement Association, Inc.
Via: Zoom & Telephonic
Board of Directors
November 17, 2021

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

Directors Absent: None

Administration Present: Sue Moran, Administrator
George Hobbes, Accountant

Guest(s): John Kirkpatrick, Architect
TGIA Fire Station

Audience: None

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

AGENDA:

Mr. Lardner asked if there were any changes to the agenda. Ms. Moran requested that the following items be added to the agenda:

New Business:

Property Taxes and Socorro Electric Payment of Grant / Clayton Self
December Board Meeting.

There being no additional changes, the agenda was accepted as amended.

GUEST:

John Kirkpatrick, Architect, selected to design / arrange construction of the Tierra Grande Fire Station / Community Center / Office joined the meeting at this time.

Mr. Kirkpatrick shared with the Board, his proposed design for the 4,300 sq. ft. Fire Station / Office / Community Center which should keep within TGIA's budget. He explained the process for bidding the structure exterior and the interior and the problem with separate meters and his recommendation for two (2) panels instead which can split out the usage, with a separate HVAC, all electric, on demand hot water. Propane was not recommended at this time. Mr. Moore suggested a reconfiguration of the restrooms and the office entrance doors.

Mr. Kirkpatrick stated that this drawing is the first phase – the design phase of the project. The next phase is the construction document phase which will take us through to about 80% of the fee which includes architectural plans, site, electrical, plumbing, bid documents, all details necessary for the buildout.

Mr. Kirkpatrick will update the plans as recommended by Mr. Moore. Ms. Moran will send the amended plans to the Fire Station Committee members and in the weekly member email blast providing for final review and comment.

Mr. Sumner recommended that Ms. Moran contact Holly Woelber to ask if she would be willing to help with grants. Mr. Sumner also suggested looking into adding solar. Ms. Moran also noted that she has met with a representative of Wi-power regarding installing an internet tower at the location. Contact must be made with Socorro Electric to bring power to the lot. Mr. Sumner will try to locate the best placement of the well. Ms. Moran will be working with Valencia County to obtain the necessary variances.

Once the final design is approved by the Board, the bid process begins.

4:45 - Mr. Kirkpatrick left the meeting at this time:

ACTION ITEMS:

Board of Directors Meeting Minutes: October 27, 2021

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 Mr. Moore to approve the Board meeting minutes of October 27, 2021 as presented. No further discussion. Unanimously approved. Motion carried.

Annual Thank You Gift Cards:

Ms. Moran shared with the Board those members who have helped Tierra Grande over this past year by providing help to clean up areas, maintain roads, watch over the Open Space and various other services. She requested approval to spend \$600 to purchase 12 - \$50 gift cards.

Motion: Motion by Ms. Davis, seconded by Ms. Magnussen to approve the purchase of \$600 worth of gift cards. No further discussion. Unanimously approved. Motion carried.

EXECUTIVE SESSION:

The Board moved into Executive Session at 4:57 p.m.

Personnel: 2021 staff year end bonuses were discussed.

Motion: Motion by Ms. Magnussen, seconded by Mr. Moore to approve bonuses in as last year plus 20% to cover taxes. No further discussion. Unanimously approved. Motion carried.

Personnel: Recruiting / Hiring a Staff Assistant.

Motion: Motion by Ms. Davis, seconded by Ms. Magnussen to approve beginning the process to hire a staff assistant. No further discussion. Unanimously approved. Motion carried.

Legal - SunZia: The Board instructed Ms. Moran to contact SunZia regarding errors in the maps SunZia had provided to the Association.

The Board reconvened at 5:35 p.m.

FINANCIAL REPORT(s) – The Financial Report for period ending October 30, 2021 was reviewed.

There being no discussion, Mr. Sumner recommended that the Financial Statements for the period ending October 30, 2021 be placed in the record for audit or review.

OLD BUSINESS –

Update-Fire Station: Mr. Moore remarked that Mr. Kirkpatrick pretty much covered the fire station update.

Ms. Moran asked if the account at NMB&T currently earmarked for “Special Projects” be the fund from which expenses related to the fire station used. Mr. Sumner suggested that the UBB Money Market / Special Projects account be closed out and the funds transferred to the NM&BT Special Projects account.

Motion: Motion by Ms. Sumner, seconded by Mr. Moore to close the UBB Special Projects account and transfer the funds to the NMB&T Special Projects account which will be used to pay the expenses related to the new fire station. No further discussion. Unanimously approved. Motion carried.

Bank Account Status Report: The Board reviewed the updated breakdown of the TGIA funds held in local banking institutions as a result of renewal and/or transfer of CD's.

NEW BUSINESS –

Payment to Socorro Electric Cooperative – The Board had approved payment of a little over \$4,800 to Socorro Electric on behalf of a power line extension grant request from Clayton Self.

SEC has completed the power line extension and payment is now due. Ms. Moran will be writing the check to SEC this month.

This power line extension benefited several TGIA property owners. Ms. Moran will be writing a letter to each property owner informing them of the improvement to their property and TGIA's contribution to that improvement.

December Board Meeting – Decision was made to cancel the December Board meeting.

ADJOURNMENT: Mr. Lardner adjourned the meeting at 6:00 p.m.

Next TGIA Board Meeting: The next meeting is scheduled for Wednesday, January 26, 2022 at 4:00 p.m.

Signature

/sdm: Minutes11/17/2021

Date Approved