

Tierra Grande Improvement Association, Inc.  
Via: Zoom & Telephonic  
Board of Directors  
August 24, 2022

**Directors Present:** Jim Lardner, President  
Judi Magnussen, Treasurer (Zoom)  
Rhonda Davis, Secretary  
Trenten Moore, Director

**Directors Absent:** Michael Sumner, Executive VP

**Administration Present:** Sue Moran, Administrator  
Ron Robbins, IT/Maintenance  
George Hobbes, Accountant

**Guest(s):** Valerie Lindsey, TGIA Member  
TGIA 5 Year Plan

**Audience:** None

Jim Lardner, President, called the meeting to order at 4:00 p.m.

**AGENDA:**

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

Ms. Moran requested adding the following items to the Agenda:

Action Items:

- Credit Card
- Valencia Country Public Works – Payment – Erosion Project

Other Items:

- Special Request – Access to Open Space
- Mountain Shadows – Proposed Rock / Mining Operation
- 501 C 4 – TGIA - Clarification

Agenda was approved as amended.

**PRESENTATION: TGIA 5 Year Plan - Valerie Lindsay, TGIA Member**

Ms. Lindsey opened by sharing with the Board her work experience of creating documents related to measurements for achieving goals and objectives. Since TGIA does not have the “measures” which support the status of achieving goals and/or objectives, Ms. Lindsey felt that the title of the proposed TGIA 5-Year Goals document would best re-titled 5-Year Plan.

Ms. Lindsey also acknowledged that working with Ms. Moran gave Ms. Lindsey a better understanding of the purpose / intent of the document.

Mr. Lardner expressed his support of the work that Ms. Moran does on behalf of the members, the TGIA Board of Directors and the Association at large.

Ms. Lindsey proceeded to review the draft of the proposed 5-Year Plan with the Board.

Discussion ensued.

- Ms. Moran said she could live with changing the title of the document from Goals to Plan.
- Ms. Moran recommended that TGIA try to administer its own web site by June 2027. She would like to add that suggestion to the proposed Plan.
- Since one of the main points is to “Engage Members” Ms. Moran suggested that the proposed 5-year Plan be sent to members in the upcoming weekly email blast asking for their feedback and giving them 15 days to respond. The Board supported this idea.

There being no further changes at this time to the proposed 5-Year Plan, Board tabled further discussion until the September Board meeting giving members an opportunity to comment.

Ms. Lindsey left the meeting at this time.

#### **ACTION ITEMS:**

##### **Board of Directors Meeting Minutes – July 27, 2022**

Mr. Lardner asked if there were any changes or corrections to the content or to the substance of the minutes.

**Motion: Motion by Ms. Davis, seconded by Ms. Magnussen to approve the Board meeting minutes of July 27, 2022, as presented. No further discussion. Unanimously approved. Motion carried.**

##### **Annual Member Meeting Minutes – July 16, 2022**

Mr. Lardner asked if there were any changes or corrections to the content or to the substance of the minutes of the Annual Member Meeting.

**Motion: Motion by Ms. Magnussen, seconded by Mr. Moore to approve the Annual Meeting Minutes of the Membership of July 16, 2022, as presented. No further discussion. Unanimously approved. Motion carried.**

### **Annual Write Off of Assessed Dues Over 5yrs/364 Days –**

The Board reviewed a spreadsheet showing 159 properties with a 364 day past due balance totaling over \$6,800. Per NM State Law, this amount must be written off prior to October 1, 2022 preparation of TGIA billing statements.

Discussion took place regarding our efforts to collect these funds. Ms. Moran noted that many owners are deceased. In other cases, we cannot locate the owner. A lot of time and effort goes into updating addresses and trying to find out the status of the owner. Then, there are those that simply refuse to pay. In those cases, TGIA places a lien on the property. Ms. Moran went on to share that all of these properties have been reviewed in relation to the best course of action to take. Some will go forward to foreclosure, some have liens placed on them, some will go into a State tax sale for unpaid property tax.

**Motion: Motion by Ms. Magnussen, seconded by Ms. Davis to approved writing off unpaid assessed dues in excess of the 5/year 364/days past due in accordance with NM State Law. No further discussion. Unanimously approved. Motion carried.**

### **Energy Conservation Grant Request: Solar Project -**

The Board reviewed a Grant Application from Ron Robbins requesting financial support to help offset some of the cost of the installation of a ground mounted solar panel at his home located at 30 Tierra Grande Loop.

Mr. Hobbes mentioned that he thought the Energy Conservation Grant requests had met the \$5,000 annual cap. Ms. Moran responded that Mr. Tenley, who is building a home on Diablo in TG, has withdrawn his grant request at this time.

**Motion: Motion by Ms. Magnussen, seconded by Mr. Moore to approve the Energy Conservation Grant at a cap of \$1,000 as presented. No further discussion. Motion carried.**

### **Credit Card –**

Ms. Moran reported that she feels it is not a good practice to reimburse her for purchases she makes on behalf of the Association. She noted that UBB is offering a business credit card. Ms. Davis will investigate a credit card from NMB&T as well.

**Motion: Motion by Ms. Magnussen, seconded by Mr. Moore to approve the obtaining a corporate credit card. No further discussion. Motion carried.**

### **Valencia County Public Works – Erosion Prevention Project**

The Board reviewed an invoice from Valencia County requesting reimbursement of \$2,160 for road construction materials as part of the agreement between TGIA and Valencia County for a

Erosion Prevention Project which, hopefully, will help with the flooding of areas of Diablo and Manzanita Dr. during heavy rains.

**Motion: Motion by Ms. Davis, seconded by Mr. Moore to approve the disbursement of \$2,160 to Valencia County toward erosion prevention efforts in Tierra Grande. No further discussion. Motion carried.**

**FINANCIAL REPORT(s)** – The Financial Report for period ending July 30, 2022, was reviewed.

There being no discussion, Mr. Lardner recommended that the Financial Statement for the period ending July 30, 2022, be placed in the record for audit or review.

## **OLD BUSINESS:**

### **Update-Multi-Use Center –**

Mr. Moore noted the following:

- Fencing contractors: The fence t-posts have been laid
- Status State Fire Marshall Site Inspection: State Fire Marshall had to reschedule his visit as he tested positive for COVID. No reschedule date has been set at this time.
- Well: No update from Harvey Yates regarding the availability of his drillers

### **CD Renewal –**

Ms. Moran reported that since there were no better rates available than the existing CD with UBB at .50% - the maturing CD has been rolled into the .50% CD which will mature in October of 2022. Discussion ensued regarding when interest rates may increase. Answer was, not in the near future. It takes a while to trickle down to the bank interest rates available to the public.

Ms. Moran just wanted to keep in mind that \$350,000 of that fund is earmarked to cover three years of TGIA operating costs or should an emergency arise.

### **Foreclosures –**

Based on a concern expressed by TGIA's attorney Karla Poe, that TGIA may be overstepping its tax-exempt status if it moves forward with the idea of offering to purchase lots from owners of potential foreclosure properties, the Board reconsidered its initial idea and will not move forward with making an offer to purchase.

## **NEW BUSINESS:**

### **IT Updates –**

Mr. Robbins shared that he has programmed and secured Ms. Self's laptop so that she can safely and securely work from home. The TGIA computers have been programed to link with one another to assure compatibility.

## **OTHER ITEMS:**

### **Special Request: Access to Open Space -**

Ms. Moran shared that a person by the name of Elia Castillo visited the TGIA office to request an Open Space access pass. Upon review of the ownership records, it was found the Ms. Castillo owned property in Unit 25. While this Unit was part of the original planned development of TGIA, and the Valencia County tax statements reflect that the property is located within TG, Ms. Moran explained that Unit 25 never was under the Covenants of Tierra Grande. Ms. Castillo and family purchased this property believing it was in Tierra Grande and respectfully asks for an Open Space pass.

The Board discussed the issue and made the decision that it is an unfortunate circumstance, however, the rules are clear, the Open Space is reserved explicitly for TG members in good standing and educational programs upon request. No Open Space pass should be issued to Ms. Castillo.

### **Mountain Shadows -**

Mr. Lardner shared that a gravel / mining operation may begin in Mountain Shadows, which lies within Tierra Grande (but is NOT a part of TG) south of the BNSF tracks below Unit 19 just west of our Open Space. When that happens, TG may receive calls regarding activity in that area.

### **Tax Exempt -**

Ms. Moran noted that there is some confusion between records as to the IRS decisions regarding our tax exempt status and the Indentures. She will research the historical documents and share what she finds with the Board at an upcoming meeting.

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

**Next TGIA Board Meeting:** The next meeting is scheduled for Wednesday, September 28, 2022, at 4:00 p.m.

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Signature

/sdm: Minutes08/24/2022

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Date Approved