

Tierra Grande Improvement Association, Inc.  
Via: Zoom & Telephonic  
Board of Directors  
June 25, 2025

**CALL TO ORDER:** Rhonda Davis, President, called the meeting to order at 3:58 p.m.

**ROLL CALL:** Sue Moran, Administrator

**Director's Present:** Rhonda Davis, President  
Michael Sumner, Executive VP (Zoom)  
Jim Lardner, Treasurer  
Richard Moore, Secretary  
Alexa Roberts, Director

**Directors Absent:** None

**Administration Present:** Sue Moran, Administrator  
Ron Robbins, IT/Operations

**Guest(s):** None

**Audience:** None

**AGENDA:** Ms. Davis asked if there were any changes to the agenda.

There being no changes to the agenda,

**Motion: Motion by Mr. Sumner, seconded by Mr. Lardner to approve the Agenda for June 25, 2025, as presented. No further discussion. Unanimously approved. Motion carried.**

**ACTION ITEMS:**

**Board of Directors Meeting Minutes – May 21, 2025**

Ms. Davis asked if there were any changes or corrections to the content or to the substance of the minutes. There being none:

**Motion: Motion by Dr. Moore, seconded by Mr. Lardner to approve the Board meeting minutes of May 21, 2025, as presented. No further discussion. Unanimously approved. Motion carried.**

**Foreclosures / Liens / Measures** – Mr. Robbins went over with the Board three (3) reports relating to the status of lots in Tierra Grande between June 2024 and June 2025.

- Status of Measured Properties, Bad Addresses and TGIA Growth: Reflected an increase of thirty-seven properties in various stages of foreclosure, as well as an increase in the number of Liens TGIA has filed against landowners along with a slight increase in the number of bad addresses.
- Accounts Year 2 or Greater with Measures less than 4: There are currently fifty (50) owners whose property taxes are unpaid. It is our hope that the State will pursue a property tax sale to move these lots on to new owners.
- New Accounts Year 2 or Greater with Measures 4 or Greater: There are currently twenty-two (22) owners whose accounts are being forwarded to TGIA's attorney to begin foreclosure proceedings. A total of twenty-nine (29) lots.

**Motion: Motion by Dr. Moore, seconded by Mr. Sumner to approve forwarding twenty-two (22) owners to begin the foreclosure process. No further discussion. Unanimously approved. Motion carried.**

**Personnel Practices** – Ms. Moran reviewed with the Board a draft amendment to TGIA's Personnel Practices. As of July 1, 2025, Ms. Moran will officially begin part-time status, along with the plan that neither she nor Mr. Robbins will work the full-time forty (40) hour week as required to meet the Exempt Employee requirements as outlined in the Federal Fair Labor Standards Act. Ms. Moran thereby recommended that reference to Exempt Employees be removed from the current TGIA Personnel Practices. She also noted that Holiday, Paid Time Off, and Healthy Workplace Act leave earnings have been prorated accordingly.

**Motion: Motion by Mr. Lardner, seconded by Dr. Moore to approve the amendments to TGIA's Personnel Practices as presented. No further discussion. Unanimously approved. Motion carried.**

## **FINANCIAL REPORT(s) –**

### **Financial Statements:**

The Financial Reports (Net Worth, Cash Flow, & Profit & Loss Statement, Budget, and check register for each account) for the period ending May 31, 2025, were reviewed.

Mr. Lardner stated that he reviews payables regularly and after the end of the month, he compares the attached documents against the reconciled bank statements.

Mr. Sumner recommended that the Financial Statements for the period ending May 31, 2025, be placed on the record for audit or review.

### **Status of Accounts:**

The Board reviewed the status of various savings accounts. Two (2) CDs held with NMB&T will mature on July 7, 2025. Ms. Davis reported that the current interest rates with NMB&T are low. She

recommended either rolling them into the CD currently held with UBB or opening two (2) new Treasury Bills as those rates are currently stable.

Ms. Davis also noted that the interest rate for the two (2) savings accounts held with NMB&T will also be reduced.

Discussion ensued.

Decision was made to:

- Open two (2) new T-Bills
  - o One (1) for 3 months for \$200,000
  - o One (1) for 6 months for \$200,000
  - o Select to renew the new T-Bills three (3) times.
- Instructions were to
  - o Transfer the interest earned on the CDs to the UBB Business Money Market Account

**Motion: Motion by Mr. Lardner, seconded by Mr. Sumner to approve the fund changes as presented. No further discussion. Unanimously approved. Motion carried.**

Ms. Moran noted that she will be away during the time the CDs mature. The Board authorized Mr. Robbins to open the T-Bills and transfer the CD interest to the UBB Business Money Market Account.

## **OLD BUSINESS -**

### **QuickBooks:**

Ms. Moran reported that she successfully entered April and May transactions and reconciled the data to the corresponding bank statements in the QuickBooks program. However, when she went to compare reports generated by the Quicken program to the QuickBooks program, nothing matched. The difference is in the January through March entries.

Ms. Moran stated that she feels compelled to re-enter January – March in the QuickBooks program to make sure that the two (2) programs match before entirely moving to QuickBooks. Because of her upcoming vacation and other schedule issues, this will delay the project by about two (2) months.

### **Entrance Beautification Signs / Installation:**

Mr. Robbins reported that TGIA has entered into a maintenance agreement with a landscaping company to maintain nine (9) of our main entrances on a quarterly basis. The cost will be approximately \$1,200 annually. Mr. Robbins also noted that the Valencia County Public works has received the new cattleguard to be installed at the Diablo Dr. entrance. We do not currently have a date as to when that will happen.

Ms. Moran suggested that TGIA recognize Nikela & Catherine Zaintz for their entrance sign design, for their willingness to coordinate the installation and their donation of \$1,000 toward the entrance beautification project. The Board agreed.

**Newsletter:**

Ms. Moran remarked that TGIA received many compliments and responses to our first in-house newsletter. Mr. Robbins received several emails with updated addresses as well as notes from people who have owned their TGIA lot for fifty (50) years or more.

**NEW BUSINESS -**

**Annual Meeting Agenda:**

The Board reviewed the Agenda for the upcoming TGIA Annual Meeting of the Members scheduled for Saturday, July 19<sup>th</sup> at 11:00 a.m. at Rio Communities City Hall.

- Ms. Moran noted that she might not be back in time to attend the meeting, but she will have everything set for Mr. Robbins.
- Ms. Davis noted that she spoke with Wendy Zens, who expressed that she thought that NM Game & Fish was offering grants, not hunting licenses. Ms. Davis explained that our sheep population is growing, the older males may end of starving or become ill. Game & Fish recommended that it is time to reduce an older ram to keep the herd healthy. Ms. Davis explained that TGIA is presenting the topic to the membership at the upcoming Annual TGIA Meeting.

**ADJOURNMENT -**

The meeting adjourned at 5:10 p.m.

**Next TGIA Board Meeting:**

The next meeting is scheduled for Wednesday, July 23, 2025, at 4:00 p.m.

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Signature

/sdm: Minutes06/25/25

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Date Approved