

Willow Springs Ranch Phase I Owner's Association, Inc.

Meeting Minutes

Tuesday, December 28, 2021

BUDGET MEETING

Call to Order

Lewis Benavides, President, called the budget ratification meeting to order at 18:05.

Roll Call

Eric Brock	Lot 2A
Mae Yee	Lot 2A
Lewis Benavides	Lot 27
Arnie Pederson	Lot 12
Notah and Kerra Howe	Lot 42 & 42A
Camille Call	Lot 28
Butch Hammack	Lot 26
Geoffrey Comber	Lot 28

Presentation of the Budget

The treasurer presented and reviewed the year-to-date 2021 Profit and Loss statement (P&L) and the Balance Sheet. The P&L did not include the cost for road maintenance because the road maintenance was not completed at the time the P&L were produced.

The treasurer presented the year-to-date 2021 Balance Sheet. The cash balance shown on the Balance Sheet was the starting point for the proposed budget. \$10K was deducted from the cash balance shown on the year-to-date 2021 Balance Sheet to account for the estimated cost of the 2021 road maintenance.

The treasurer presented two proposed budgets. One without considering the SunZia funds as part of the operating budget and the other with the SunZia funds as part of the operating budget.

The budget without considering the SunZia funds as part of the operating budget will include the \$10K from SunZia as part of the reserve which means 2022 assessment dues will be billed.

The budget with the SunZia funds applied as part of the operating budget yielded \$4,818.83 in excess of the \$10K required reserve balance and the projected 2022 operating expenses which means there are enough funds to cover the required reserve and the 2022 operating expenses which means 2022 assessment dues will not be billed.

Eric Brock motioned to vote on the budget with the SunZia funds included as part of the operating budget with the \$4,818.83 excess balance to be applied to the year 2023 operating budget. Geoffrey Comber seconded the motion. Notah Howe voted against this motion. The motion passed. There will be no 2022 assessment dues billed.

Geoffrey Comber motioned to end the budget ratification meeting. Camille Call seconded. The motion passed.

Meeting adjourned at 18:39.

GENERAL MEETING

Call to Order

Lewis Benavides, President, called the annual meeting to order at 18:40.

Roll Call

Eric Brock	Lot 2A
Mae Yee	Lot 2A
Lewis Benavides	Lot 27
Arnie Pederson	Lot 12
Notah and Kerra Howe	Lot 42A
Camille Call	Lot 28
Butch Hammack	Lot 26
Geoffrey Comber	Lot 28

Proof of Notice of Meeting

A copy of the meeting notice was downloaded from the website, wsrpoa.org, by the members who dialed into the meeting.

Approval of the meeting minutes

The President reviewed the minutes from the 2021 Budget and Annual meeting held on February 27, 2021.

Butch Hammack motioned to approve the minutes as read. Eric Brock seconded. The motion passed.

Report of Officers

President

A website has been setup (wsrpoa.org). The annual road maintenance was just completed. Any member who has an issue with the roads should contact the board. See the February 27, 2021 minutes on the agreement with SunZia.

Vice President

Nothing to report.

Treasurer

How can we get owners to notify the POA when their mailing address changes? Lewis Benavides will get the website updated with an address change link.

How can we get the current owners to know about the POA and inform the POA with the new owners information when they sell their property? More communication needs to be done via the website or mailings about the existence of the property owners association and the form to notify the Board of ownership changes.

How can we get new owners to know about the POA? The sellers need to make the realtors and buyers aware of the existence of the property owners association.

How long to wait before filing liens for nonpayment of assessment dues? About two to three years after the due date of the assessment dues.

Secretary

Nothing to report.

Committee Reports

No report from standing committees. They have not been active.

Election of Officers

Treasurer: Nobody volunteered or was nominated. The President will look to hire an outside firm to do the bookkeeping and invoicing, but a treasurer still needs to be voted in as a requirement for the New Mexico Secretary of State. Lewis Benavides will get with the board once he has estimates.

Secretary: Nobody volunteered or was nominated. The President will look to hire an outside firm to take on this role and will get with the board once he has estimates. Geoffrey Comber expressed a possible interest in serving as Secretary. He will contact Eric Brock to discuss the role.

Note: The current secretary is the registered agent with the State of NM and this role will need to be filled as well (the registered agent must reside in NM). There are companies in New Mexico that offer the registered agent service.

Vice President: Notah Howe nominated himself. Butch Hammack motioned to accept Notah Howe's nomination. Eric Brock seconded. Motion passed.

President: Lewis Benavides remains as President.

Unfinished business:

None.

New business:

Can the website support e-mail addresses for the officers? Geoffrey Comber thought it could be done. Someone will get with Geoffrey Comber to set up e-mail addresses for the officers.

Camille Call asked if the current board had considered using Zoom for meetings rather than a conference call. The use of conference calling has continued because it is the way it has always been done. If we use Zoom, we will need someone to manage and pay for the account as the host.

Geoffrey Comber motioned to adjourn the general meeting. Notah Howe seconded. Motion passed.

Meeting adjourned at 19:30.