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## CRNA BOARD MEETING MINUTES

December 14, 2020

This meeting was a virtual meeting conducted on Zoom.

President Dave Zeemont called the meeting to order at 4:32 P.M.

Board Members participating were: President, Dave Zeemont; Secretary, Walter Gomez; Treasurer, Bob Crowley; Director, Mike Buchanan and Director, Al Shawala.

Association Members participating were: David Johnson, Clair Palmer, Candis Stern, and Beckey and Dan Delaney.

**Minutes:** Dave inquired if there were any additions, corrections or deletions to the November Board Meeting Minutes. There were none so Dave called to accept the Minutes as presented without objection.

**Treasurer's Report:** Bob Crowley, Treasurer, presented the November financials. The current balance in our savings account is \$111,110.34. Our checking account balance is \$9,293.52. There are two outstanding checks: one for \$3,509.35 for gate repair and one for \$121.85 for the attorney review of the proposed short-term rental amendment to our CC&Rs. There are a total of three builder cleanup deposits. There are two more builder deposits that have been received that will be reflected in the December financials. All the Annual Assessments have been collected. There was an administrative expense of \$55.00 for postage for the 2021 Annual Membership Meeting. The Gates Maintenance costs for November include \$4,500.00 in payments for powder coating of our entrance gates per our contract with the vendor. Also included are the wind sensor at the Barcelona Gate and the upgraded SOS (Siren Opening System) installed at both gates. Landscape Maintenance costs include a \$700.00 payment for the roadside cleanup on Constitution by the storm water collection pond just up from the Barcelona Gate. There was a property tax bill of \$66.16 that was paid and interest income of \$36.35. Our yearly profit and loss is a positive \$14,506.59. Dave called to accept the Treasurer's reports for November as presented without objection. The reports, as presented, are attached.

**Drainage and Erosion:** Bob reported that cleanup of some of the collection ponds has begun. Bob is taking advantage of the current drought conditions to remove excess vegetation while the ponds are dry. Bob reported that the cost of the cleanup of the collection ponds performed in December and repair of a flume were \$1,100.00 and that will be in the December financials.

**Gates:** Al Shawala, Gate Infrastructure/Hardware, gave an update on the entrance gate powder coating (repainting) and repair. The contractor fabricating the replacement exit gate for the Anthem Entrance anticipates delivering it sometime within the next week. It will be powder coated before it is installed. The Barcelona Gates should be delivered this week and reinstalled. Al and Bob Crowley

have also installed some air vents in a couple of the columns at the Barcelona Gate in an effort to prevent spalling and flaking of the exterior paint.

Once all the gates have been received and reinstalled the new SOS system will be tested and adjusted. This system reacts to all siren tones and should allow first responders quicker access to our Subdivision in the event of an emergency.

The anemometer (wind sensor) for the Barcelona Gate has been installed. The purpose of this is to prevent excessive wear on the gate openers during high wind conditions.

**Landscape:** Carrie Gaddy, Chair, was not in attendance. There was some discussion regarding landscaping plans just inside the Barcelona Gate entrance. The irrigation systems have been turned off for the year. The water is still on for the fountain at the Anthem Entrance. Dave will check with Carrie to see if she has plans to shut the water off and drain the system. Overgrowth vegetation along the roadway has been removed and the areas were sprayed with a pre-emergence.

**Design Control:** Current projects are listed below:

- 8113 Constitution, new home construction, in progress
- 1229 Titania, rock wall extension, not sure if completed
- 1220 Sonnet, addition, contract signed with builder, construction not started
- 1200 Sonnet, yard wall extension enclosing 34' X 64' concrete slab, Approved, project not started
- 1208 Vintage, new home construction, Approved
- 1224 Titania, backyard pool, In Progress
- 8166 Constitution, swimming pool construction, Approved
- 8128 Constitution, front patio cover, Approved
- 8152 Constitution, driveway removal and replacement, In Progress
- 1229 Titania, solar powered address sign, Approved
- 1201 Regency, solar installation, Approved

**There were no other committee reports.**

**Old Business:** Dave reported that all the lighting complaints have been addressed and resolved. He stated that the Members were unaware that their exterior lighting was excessive and intrusive. Their understanding and cooperation is greatly appreciated.

Walter Gomez, Secretary, gave an update on preparations for the Annual Meeting. The revised Voting Guide was sent out to the Membership. The revision reflects Mike Buchanan running for Secretary and Clair Palmer and David Johnson running for the Director-at-Large position. The ballots have been printed. With the purchase of postage stamps those Members requesting a ballot via mail due to concerns with the COVID pandemic can be accommodated. Voting begins Tuesday, December 15<sup>th</sup> and extends through January 26<sup>th</sup>. The extended voting period is necessary to allow sufficient time for mail ballots to be sent, received, completed, and returned in time to be tabulated. The USPS website states that it may take up to 10 days for first-class mail to be delivered within the continental US. Therefore we are allowing in excess of 20 days just for the mail ballots. Ballots may also be picked up from the Secretary or delivered by the Secretary on a case-by-case basis. Every effort will be made to accommodate all requests; however some compromising may be necessary. Several Members have requested that ballots be emailed to them. This cannot be done since the

ballots are printed on colored paper and there would be no accounting of the number of ballots that might be printed.

Proxy forms will be sent out for any Member that decides to give their vote to another Member. Ballots will be tabulated on January 27<sup>th</sup>. We need at least 44 Members voting in order to conduct the Annual Membership Meeting via Zoom on January 28, 2021. Since our Annual Membership Meeting will be a virtual meeting via Zoom, there will be no in-person voting. The only ways ballots may be cast is by proxy and absentee voting.

Bob Crowley reported that he has been in communication with Rich Corona, Audit Committee Chair, and the Audit Committee is uncomfortable conducting the audit in-person. Arrangements will have to be made to somehow conduct the audit remotely. The audit cannot be conducted until after the end of the year closeout.

Dave asked Candis Stern to assist Dave Wright with tabulating the ballots. She conditionally agreed as long as it did not require an in-person meeting. Dave will attempt to recruit another person to tabulate ballots and will also identify individuals that may be interested in serving on the Audit Committee.

### **New Business:**

Bob Crowley presented the preliminary draft for the 2021 budget. The Annual Assessment will remain at \$550.00. The road reserve amount will remain at \$20,000.00 to maintain our schedule of repairing and resealing our roads. Gate Maintenance includes funds to replace the last remaining original gate opener and repainting of the columns and posts. Most of the funding amounts are within historical ranges and considered "normal" such as utilities, taxes, etc.

It was decided that funds should be set aside for professional fees in the event that we decide to have an external financial compilation, review or audit conducted in 2021. In 2019 New Mexico amended the HOA Act to require that all HOAs conduct a financial compilation, review or audit every three (3) years. The least expensive option would be a compilation.

Once the Board approves the budget it will be presented to the Membership.

The Secretary requested that the Board Members provide input for the agenda for the Annual Membership Meeting. Items will include: election results, committee reports, and Treasurer's report.

Mike Buchanan informed the Board that Zoom limits participants to 100. Participation in the 2021 Annual Membership Meeting will be on a first come basis. Video will also be restricted due to the amount of bandwidth required. Details will be communicated to the Membership prior to the Meeting.

There being no further business, Dave called for a Motion to Adjourn. The motion was made and seconded. The motion carried without objection. The meeting was adjourned at 5:27 P.M.

**The next Board meeting will be January 11, 2021 at 4:30 P.M. via Zoom.**