

MINUTES OF ANNUAL BOARD MEETING OF DIRECTORS

Rio Oeste Homeowners Association

The Annual Board Meeting of the Directors of Rio Oeste Homeowners Association was held and conducted at the Taylor Ranch Community Center on December 9, 2019 and followed through with written minutes for the year of 2019.

The following directors participated to conduct ROHOA Business:

Gilbert Sanchez
Orlando Gonzales
Judy Ortiz-Aragon
Sandra Tinlin

The following homeowners were also present at the meeting:

Glenn & Tina Meyers	Virginia Ortiz	Jim & Susan Hadler
Rick & Lindsey VanNess	Ted Nelson	
Paul and Donna Chavez	Stephanie Fernandez	
Frank & MaryKay Salazar	Reynaldo Santana	

Note: Some of the ROHOA Homeowners notified the Board of not being able to attend due to personal commitments but were appreciative of the recap of the meeting.

Sandra Tinlin acted as Chairman/Director of the meeting, appointed by the Board for this meeting, Orlando Gonzales acted as Vice President, Gilbert Sanchez acted as Treasurer, Judy Ortiz-Aragon acted as Secretary of the meeting.

The Director put forth the meeting agenda to all the directors and members, and accordingly, filed a copy of the agenda with the minutes of the meeting.

The Chairman stated that quorum of the directors was present, and that the meeting, having been duly convened, could transact business. The following items were discussed, reviewed and concluded as noted:

1. The ROHOA Board appointed Sandra Tinlin as Chairman/Director of the annual meeting only, as the President position was vacant and Orlando Gonzales would be late to the meeting due to a personal situation. Orlando Gonzales joined meeting 15 minutes later. Judy Aragon motioned to appoint Sandra Tinlin as Chair and Gilbert Sanchez seconded the motion. Sandra Tinlin opened meeting with introductions.
2. Gilbert Sanchez presented the Treasurer's Report which included the Statement of Financial Position. The ROHOA total checking/savings accounts total as of December 31, 2019 is \$29,350.39 based on dues collected and final payables.
3. Gilbert Sanchez presented the budget for the upcoming year 2020 based on 3, 5, 10 year history data. The budget retains annual individual homeowner dues @ \$240, allows for \$1750 increase to our reserve account to bring it up to \$30,000 and reflects a resulting surplus in the amount of \$1,596. All Board members concurred and passed resolution to keep dues at \$240 for year 2020.
4. Orlando Gonzales presented and discussed the Revised Annual Assessment Fee/Due Policy adopted November 25th, 2010, effective January 1, 2020 (1: Full

payment of \$240 due March 31st, 2020, 2:10% late fee after March 31st, 3: After April 15th, 2020 delinquent accounts turned over to ROHOA Attorney. Orlando Gonzales motioned to accept new policy again and payment schedule. Judy Ortiz-Aragon seconded motion. All Board members concurred. ROHOA Statements will be sent out first week in January.

5. Lindsey VanNess asked how the ROHOA would pay for the legal fees that delinquent homeowners would incur for being late and how would the legal fees be collected from the homeowners. Sandra Tinlin explained that we currently have a Law Firm that works with our ROHOA. Myers, McCready & Myers, P.C. serves the ROHOA. The ROHOA pays the Law Firm Invoice and adds the legal fees and interest to the Invoice. The Law Firm provides written notices to the delinquent homeowner before Law Firm files a Lien/Foreclosure. All dues, late fees and attorney fees shall be added and must be paid to the ROHOA (Past legal matters cost from \$1,500-\$3,000 for delinquent accounts). The ROHOA dues must be paid by each homeowner. The ROHOA Board members encourage delinquent homeowners to please pay the yearly ROHOA dues and avoid such fees.
6. Orlando Gonzales presented cost findings on multiple management companies. The cost of using a management company would increase Annual Dues significantly to all homeowners. The ROHOA will still need Board members to help direct actions by the Management Company. Gilbert Sanchez motioned to keep the same ROHOA process and payment procedure for the next six to twelve months. Orlando Gonzales seconded the motion. All Board members concurred.
7. Gilbert Sanchez also discussed that all ROHOA Board member positions are up for reelection or appointment and noted the intended four vacancies through resignation and one direct resignation. The current board members have served many years and are encouraging other homeowners to serve. Gilbert asked for homeowners to volunteer for the current vacant positions and upcoming vacancies according to the ROHOA By laws (Article III, A3.6). The current Board will remain for the next six-twelve months in their position until other homeowners join the board. The ROHOA Board has not received any requests from the homeowners to “run” for election over the past 8-10 years; thus the ROHOA Board, in good faith, under the direction of the Law Firm, made appointments to the ROHOA Board from volunteer homeowners willing to serve.
8. Orlando Gonzales asked for volunteers to join the Board. Orlando Gonzales declared five vacancies (Article III, A3.6) Two homeowners present at the meeting have volunteered to be on the Board Donna Chavez and Ted Nelson. Orlando Gonzales motioned to accept Donna Chavez and Ted Nelson as Board members immediately. Judy Aragon seconded the motion. All Board members concurred.
9. The Board noted that Lorelee Cooley also expressed interest in a Board position (Lorelee Cooley was not present at the meeting). The Board will contact Lorelee. Gilbert Sanchez motioned for all current ROHOA Board members to remain on the Board until all new members are informed and trained on Policy and Procedures. Sandra Tinlin seconded the motion. All Board members concurred.
10. Orlando Gonzales reviewed the 2019 Challenges: A. Issuing multiple reminder letters for Homeowner Dues B. Emails of all Homeowners in the ROHOA community C. Crime in the neighborhood. The ROHOA Board suggested revisiting the Neighborhood Crime Watch Program. The ROHOA Board will discuss this program in the next meeting and other challenges.

11. Tina Meyers (homeowner) suggested the ROHOA establish volunteer committees to assist with ROHOA Board challenges. Stephanie Fernandez started a volunteer list at the meeting and sent it around the room for volunteers. The list filled up with 9 homeowners willing to help with newsletters, architectural review, and complaints, requests and social events. Orlando Gonzales motioned to approve subcommittees of the ROHOA. Judy Aragon seconded the motion. All Board member concurred. The ROHOA Board greatly appreciates the help and assistance of these 9 homeowners.

On the motions duly made and seconded, and after due deliberation, the board adopted the following resolutions:

1. Approved Sandra Tinlin as Chair for annual meeting
2. Approved annual dues of \$240 for 2020
3. Approved Revised Annual Assessment Fee/Dues Policy 2020
4. Approved same ROHOA processes and procedures for six to twelve months for 2020 vs a management company.
5. Approved fulfilling two of the five board vacancies (New Board Members: Donna Chavez and Ted Nelson
6. Approved all Board members remain until all vacancies fulfilled
7. Approved volunteer sub committees (9 homeowners)

The undersigned hereby certifies that he/she is the duly elected and qualified Secretary and the custodian of the books and records of Rio Oeste Homeowners Association, a corporation duly formed pursuant to the laws of the state of New Mexico, and that the foregoing is a true record of 7 resolutions duly adopted at a meeting of the Board of Directors and that said meeting was held in accordance with the state law and the By-laws of the above-named Corporation on December 9, 2019 and said resolutions are now in full force and effect without modifications or rescission.

IN WITNESS WHEREOF, I have executed my name as Secretary and have here unto affixed my signature this 9, December 2019.

A TRUE RECORD.

ATTEST.

Signature in ROHOAFiles
Judy Ortiz-Aragon, Secretary
Rio Oeste Homeowners Association