

Board of Directors  
Wildwood Highlands Landowners' Association  
PO Box 87  
Datil, NM 87821

Minutes of December 24, 2022

The Board of Directors of Wildwood Highlands Landowners' Association met online on December 24, 2022. The meeting was called to order at 10:05 am. In addition to President Sanders, Board Members John Kell, Aileen Law and Antoine Ribaut were present. WHLA landowner also present was Chad Morrow.

Minutes of the previous meeting held on November 12th 2022 were read. Rob moved to approve the minutes. John Kell seconded the motion. Vote was unanimous in favor.

Treasurer Aileen Law read the latest financial report. The total year to date amounts are : \$8,215 of income, \$4,813 of expenses with a cash balance of \$10,516.30 including \$1,000 for emergency reserve. This financial report was shared among the BOD members present.

Aileen followed by listing all the checks that were inadvertently not approved in the previous meeting :

5/9/22 check 1391 issued to Catron County Clerk for \$25.00 (release of lien on Brandie Chavez, lot #12)

5/27/22 check 1392 issued to Chad Morrow for \$467.29 (signs and installation)

6/8/22 check 1393 issued to Kathy Kanely for \$21.95 (state non-profit filings)

10/5/22 check 1394 issued to US Post Office for \$90.00 (annual box rent)

10/24/22 check 1395 issued to Cincinnati Insurance Co for \$795.00(D & O Liability policy)

10/25/22 check 1396 issued to Coy Craig for \$3080.00 (road maintenance)

Board member John Kell asked about the statement of assets. It was reminded that it needs to be upkeep every year. It also needs to be reviewed every 3 years by an independent CPA and then made available to lot owners after completion per NM Stat Sec 47-16-10 (2019).

Rob proposed to appropriate an additional \$4,000 to our emergency fund by re-locating money from expenditure funds to emergency funds in case of flash floods, unexpected heavy road repairs, etc... Added to the existing \$1,000 set aside, it brings the total of \$5,000 to our emergency funds.

Aileen Law seconded the motion. Vote was unanimous in favor.

The WHLA annual assessment was set to \$86 due to inflation as calculated using a COLA rate of 8.7% for 2023. Rob proposed the motion for approval. Antoine Ribaut seconded and vote was unanimous in favor.

Aileen Law presented the 2023 budget. She sent 2 delinquent letters while she decided to let go of the 3rd landowner as no contacts have been established for several years through various channels.

The new budget format is much clearer, thanks to John Kell's input. We have a projected \$8,170 of income, and the following expenses : \$325 for communications with members, \$50 for office supplies, \$3,400 for road maintenance, \$8,000 for road improvements, \$50 for release of liens, \$30 for state filing, \$90 for post office box, \$900 for BOD insurance and \$250 for miscellaneous expenses.

It comes to a \$13,095 total budget with a margin of \$4,925. The checking balance next year is forecasted to be \$5,591.30.

Motion to approve the budget set forth by Rob. Seconded by Aileen Law. Vote was unanimous in favor.

The motion to switch the PO Box information from Kathy Kanely to Rob Senders was proposed. Seconded by Aileen Law. Vote was unanimous in favor.

### **Old Business**

Aileen Law talked about the welcome letter template for new landowners. She asked the BOD to add to it so she can, with approval, distribute it to new landowners in the future.

Aileen will also sent a template for volunteers hours to be completed by the BOD. This information will be used as part of the Statement of Net Assets.

### **New Business**

Rob and Aileen went to the bank to have the signatures changed on the account. However the banker forgot to update the permission for online access. Aileen will reach out again to have the bank do it asap.

The BOD discussed was is coming before the annual meeting. By January 31st, we need to send the annual notices, liens notices and financial statements but are targeting January 10th for the mailing.

The meeting was adjourned at 10:43 am.

Respectfully submitted,

Antoine Ribaut  
Secretary