

Sierra Los Pinos Property Owners Association  
Minutes, February 12, 2013

Call to order: Ms. Kilburg called the meeting to order at 7:30pm.

Board members present were Ms. Kilburg, Mr. Brophy, Mr. Veverka, Mr. Shaw, and Ms. Pero. Other present included Mr. Corn and Ms. Star.

Approve January minutes.- Minutes were read and approved with minor changes. Mr. Brophy moved to accept, and Mr. Veverka seconded. Vote was unanimous.

**OFFICER REPORTS**

Secretary: Nothing to report

Treasurer: Mr. Shaw reported that the ending balance was \$101,222.73. Reserve account is \$52,017.29

New members' addresses were added to roster. Ms. Star requested names of new members to be added to map.

To date, 99 annual dues have been received in amount of \$12,300. Some discrepancies were noted in AR reports due to posting some inactive members. Mr. Shaw will check into the matter.

A new account was opened for the special assessment.

Lien status: Mr. Brophy offered to file the liens if Mr. Shaw would supply him the information. Mr. Shaw suggested possibility of filing deficiency judgments against non-payers. This would allow wages to be garnished if the judgment is granted.

Unpaid invoices: all w-9 forms received except for Sean Flynn. He has not responded to messages. Mr. Brophy offered to contact him.

Water:

Mr. Trujillo was not present. Mr. Veverka had no update on the chlorination trays.

Water shut off: Mr. Veverka was to check which properties could be shut off so notices could be mailed, and then Mr. Trujillo could perform the shut offs.

Meter Project Planning:

Mr. Brophy read from by-laws to clarify chain of command for new project planning committee, must have clear lines of authorization, and that affairs are managed by the Board. Mr. suggested there be a line of authority within the committee.

Ms. Star was concerned that the committee was not yet officially created and requested that Board vote to create the committee in order to be in compliance with the Special Assessment. Ms. Kilburg stated that the Board had created the committee in the December meeting, and no vote was required. Some discussion ensued. It was decided that the committee had been created. Mr. Veverka was tasked with confirming members of the committee, which he believed should be limited to five members, though any person will be welcome to attend the meetings. The order of business form the committee would be to determine the scope of work, determine lines of authority, and collect bids for work. The next meeting of the committee was scheduled for Feb. 20

Meter Order: Nine meters were ordered, with installation planned as soon as possible. Mr. Veverka stated that Mr. Trujillo needed to be present at all installs.

Sanitary Survey: Mr. Brown was not present, so completion status on some action items was unclear. Screens were

installed on System 1. Mr. Brophy will install screens over vents on System 2.

Ms. Kilburg requested an official acceptance of our corrections in writing from NMED. Mr. Brophy agreed to contact NMED.

A \$10 check was required to the PRC for the final filing of the dissolution of the mutual domestic water corporation.

Roads: Mr. Brophy reported that there had been 9 plowing rounds and 3 sandings. We were up to date with payments for sanding.

Legal: Mr. Brophy reported that the next legal action, due in May, is Nyhan's proof of insurance.

Architectural: No business to report

Parks: No business to report

Firewise: No business to report.

New Business:

Ms. Star asks when Mr. Trujillo's contract is up for renewal. It will be discussed in April agenda.

Board positions: Two Board members have been absent more than three meetings in a row. Calls will be made to determine their desire to remain on board, or replacements will be sought.

Ms. Pero moved to adjourn at 9:15 pm. Mr. Veverka seconded. Meeting adjourned.