

Colonos La Hacienda San Felipe, A.C.

MINUTES OF THE GENERAL ASSEMBLY

JANUARY 17, 2015

Held at the Las Casitas poolside patio

Attendance: 25 members, 3 visitors

Presiding officers: Richard Johnson, President; Edward Christensen, Vice-President; Erin Christensen, Secretary; Annie Carlin, Treasurer; Kay Schlamp, Member at Large

President Richard Johnson called for a quorum count at 1:00 p.m. Without a 51% quorum of members, a fifteen-minute recess was called. He recalled the assembly to order at 1:22 p.m. The number of qualified voters, including proxies, was 26. He welcomed the members and introduced himself and his wife, Veronica.

Report on work accomplished in 2014: President Johnson reviewed accomplishments in 2014:

- Water reservoir was drained, nineteen interior support posts were rebuilt, interior wall were repairs and refinished, and sand trap for incoming water was added;
- Concrete support wall was re-enforced at the water reservoir;
- New pump and motor were installed at the water reservoir;
- Iron gate was installed on the top of the water reservoir;
- Removed sand that was pushing the sewage treatment plant off its foundation and built a wall to prevent future occurrences;
- Sewer lift pump in the malecon sewage tank was rebuilt;
- Iron gate was installed over the electric meter at the front of the property to prevent others from connecting;
- Lots have been cleaned, roads repaired, and the beach has been cleaned by members, Anna and Arturo donated two trash cans for the beach.

Order of meeting:

President Johnson cited the qualifications for voting, as listed in the by-laws. Attendees not qualified to vote would have an opportunity to speak during the open forum after the business session. All remarks would be kept to two minutes or less. He proposed that because the complete Robert's Rules of Order does not apply to our assembly, and the by-laws (Sec. 18.4 and 15.2) specify "a recognized system of parliamentary procedure as described in the Robert's Rules of Order", we use the updated version of the Robert's Rules of Order designed for home owners and condominiums as used in many states in the U.S, to govern our meetings. The motion was seconded by Erin Christensen and passed with 25 votes.

Amendment to Section 18.4 to read: "**All meetings or assemblies of the association shall be conducted in accordance with the Robert's Rules of Order for Home Owners Associations and Condo's as approved by the Board of Directors.**"

Observers: In accordance with Article 25.3, President Johnson appointed Ted Karam and Ginny Dencklau as observers for the meeting.

Old Business

Minutes: The 2014 General Assembly minutes were read by Secretary Erin Christensen, and approved as read.

Financial report: Treasurer Annie Carlin gave the 2014 year-end report (See Financial Reports on our web site). It was approved as read.

Legal issues: Vice-President Ed Christensen reported on our legal status. We have obtained a certified copy of the Articles of Incorporation for La Hacienda, which will be used for legal actions, as needed. Several board officers met with our past treasurer, Marissa Velasquez. They obtained the tax I.D. number and information that she filed

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the required tax reports with the Mexican government for each year except for 2013 and 2014. Our last Acta was filed was in 2009. The Acta is the documents that must be filed with the Mexican government whenever a change occurs in a corporation's by-laws or when new Board of Director officers are elected.

Job description: President Johnson provided a job description of our field manager, Jose C. Casteñada.

Web site: Member at large, Kay Schlamp, reported that the current website, developed with information for all members. Financial reports, minutes of past General Assemblies and board meetings are on the site. Owners may contact the president via this website. She asked members to send her pictures to post on the website:

www.colonaslhacienda.com.

A member suggested that the sign at the entrance to La Hacienda be changed to include our new website address. The web site address should appear on any correspondence or e-mails from La Hacienda.

Architectural committee: President Johnson reminded all members that any exterior changes to homes must be approved by the architectural committee. Architecture committee officers are Ed Christensen, Roy Dencklau and Veronica Johnson. Owners with questions for the architecture committee can contact Ed at ederin2@gmail.com.

President Johnson reminded members that under the by-laws, Article 7.1-8, home owners are responsible for actions of their renters.

New business:

Budget for 2015: Treasurer Annie Carlin presented the 2015 budget. There was a question about the water fee listed, since the reservoir was repaired last year. Juan Carlos Maciel suggested that money be placed in a reserve account, because sometime in the future we may be required to pay the well fees that up until now have not been paid by the developer. The board stated that it would work with an attorney on that issue.

Assessment increase: Member-at-large, Kay Schlamp moved that the annual membership dues for 2016 and thereafter be raised \$50 per year. A home assessment would be raised from \$550 to \$600, and a lot assessment would be raised from \$220 to \$270. Discussion included the observation that electrical bills are expected to rise in 2016 due to the de-nationalization of the utility companies. **The Motion was seconded and passed, 25 votes in favor, one vote against.**

Change in by-laws: President Johnson moved for a change in the by-laws to hold elections of board of directors every two years rather than yearly Thus saving the cost (approximately \$500-700) of submitting an *Acta* every year. This means that our next board elections will be in 2017. **Motion was seconded by Ed Christensen, passed by 26 votes.**

Amendment to Section 9.3b in the bi-laws to read: **“All of the offices including: President, Vice-President, Secretary, Treasurer, Member-at-large, and two alternate members will be elected every two years in the La Hacienda Homeowners Association General Assembly by the vote of members in good standing, to serve for the next two years.”**

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Election of officers: conducted by Secretary Erin Christensen:

Nominated for: Vice-President: Ed Christensen Votes: 26

Treasurer: Ann Carlin Votes: 26

Alternate members at large:

Roy Dencklau Votes: 26

Josie Ayala Votes: 26

Appointment of Sheriffs: Secretary Christensen stated that in keeping with Article 17 of the by-laws, the assembly must vote for two sheriffs for our general assembly meetings. The board of directors has nominated Carmen Nunez as our legal sheriff and Emiliano Escheverria as our financial sheriff. **Motion seconded by Richard Johnson and approved, 26 votes.**

Report on future plans: Vice-President Christensen stated that the board will continue to focus on our highest-priority items: water, sewer, electricity costs, and maintenance. He recognized the continuing concern of members for security. As funds become available, security will become the next priority. As always, currently, homeowners are responsible for their own home security. We are considering possible ways to lock the front entrance gates, especially at night.

He reported on the new 4G internet service being offered at La Hacienda.

President Johnson added that our goal is to make our community a shining example for San Felipe. We are not an American, but an international community. We welcome all who desire to live here and abide by the laws of Mexico. We have a number of future goals beyond security, including repair of the beachfront wall, road repairs, sewage treatment plant repair or replacement with a modern sewage plant, a multi-purpose club house, plus other measures. We are meeting with other HOA's to help resolve issues that are common to all.

Our board meetings are held the second Tuesday of every month at 10:00 a.m., and all owners are welcome.

Open forum:

Bobbi Wirth suggested that we hold a community pot-luck dinner to help people become better acquainted. The board will discuss this at our next meeting.

Paul Hays asked that we again consider requiring hoods or amber lighting on the various floodlights on homes. The architectural committee will work on this. Kay Schlamp proposed that motion sensor lights be required to provide security for residents and a warning to would-be intruders.

Maria Velasquez suggested that we consider into placing a lien on just one non-paying home owner and follow up with legal action, as a signal to other non-payers. We can discuss this with the attorney.

Steve Wirth said that he has used the pool and tennis courts at Las Casitas, and t they are available for members.

Kay Schlamp circulated a petition, in Spanish and English, to the Delegado of San Felipe, requesting that the road between town and the airport road turnoff be repaved and maintained. An improved road is safer and important, especially, with the new air service into San Felipe. Petitions will also be given to other subdivisions along this corridor, for their signatures.

Motion to adjourn by President Johnson, seconded by Chip Proud, motion passed unanimously. Meeting adjourned at 2:55 p.m.