

Colonos La Hacienda San Felipe, A.C.

GENERAL ASSEMBLY MEETING MINUTES

FEBRUARY 16, 2019

The General Assembly was brought to order at 11:00 a.m. by President Marjorie Ann Carlin (Annie Carlin). Board members present were: Vice President Lauralee Chambers, Secretary Adrianna Burnett, Treasurer Calvin (Cal) Chambers, and Alternate member Ana Martinez. A membership count was taken, and seventeen (17) members were present. This did not constitute a quorum, so according to the By-Laws, a fifteen-minute waiting period was instituted.

At 11:15 a.m. a second count was taken. Seventeen (17) members were present. President Carlin welcomed all attendees. The Board had one proxy, Lauralee Chambers had 6 proxies, Calvin Chambers had 5 proxies, and Marjorie Ann Carlin had 2 proxies. Thirty-one (31) voting cards were given to members in good standing. Jody Puntenney and Dana Merritt were appointed as observers for the meeting.

The 2018 General Assembly Minutes were read by Secretary Adrianna Burnett. Treasurer Calvin Chambers made a motion to approve the minutes as read, Lauralee Chambers seconded the motion. The motion was approved unanimously.

Mr. Emiliano Echeverria, our Financial Sheriff and accountant, gave a report. He stated that the new president of Mexico instituted a sales tax break for borderline cities, however, the tax break is not a flat tax reduction. If you want to receive the tax break you have to go through a screening process and may or may not be eligible. The Mexican government released the new tax law in January but until last week there was no regulation or procedure. The tax break does not apply to our HOA because we are considered a non-profit and we do not pay sale tax. If a company is eligible for the tax break after they go through the process, they will charge 8% sales tax. The tax break does not apply to service providers. The Mexican government is overhauling all tax laws.

The 2018 Financial Performance Report was given by Treasurer Calvin Chambers. 2018 Calendar Year revenues totaled approximately \$55,078 US (includes pesos @various exchange rates). This represents a \$12,763 dollar increase over 2017 revenues or 30% increase. In 2018 La Hacienda HOA Board made a concerted effort to collect past dues. This effort consisted of a two-pronged approach that employed a "Special Dues Offer" and limiting access cards to one card per home for homes not in good dues standing. A total of 14 homes and 3 condos took advantage of this dues offer. The Special Dues Offer absolved homeowners of all prior years' dues if they paid 2017 and 2018 dues in full and stayed current on all future dues.

Following is a list of La Hacienda improvements and repairs from Storm Rosa:

Street Repair – budgeted street repair \$4,010, repair due to damage from storm \$1,991

Back-up Water Pump, including delivery and installation - \$2,947

Sewer Main Line Repair (storm damage) - \$348

Overheating electric lines and voltage fluctuation at Guard Shack Repair - \$413

Well Water Pump Electric Repair - \$561

Entrance Gate Surveillance Cameras and Securing Gate House - \$2274 which includes lighting, signage, new card reader, security computer monitor, security cameras, battery back-up for security cameras

Collapsed Seawall Cap Repair (storm damage) - \$350

Upgrade to Sea Wall Between Palapas - \$639

Terrace Retaining Wall (SW corner of La Hacienda) - \$870

Access Road to Beach Repair (storm damage) - \$9805

Entrance Gate Bridge Removal - \$83

Pump House Structure Repairs to Secure - \$139

Drainage Repair, West Side (storm damage) - \$1566

A presentation of the proposed 2019 budget was given by Treasurer Calvin Chambers, total proposed budget \$42,300. There is a total carryover of \$31,626. Cal explained each item included in the budget (a copy of the budget is attached). We had a budget overrun of \$4,069, repairs due to Rosa were in excess of \$12,000. Cal reported that we recently had a problem receiving mail through Yet Mail, the PO Box changed, however, the Post Office did not recognize the new address. This has been corrected, mail is now coming in. Chip Proud made a motion to approve the budget as presented, seconded by Mike Sperry. The motion was approved unanimously.

Board Composition – Lauralee Chambers reported that in discussion with the Notaria, it was suggested that we vote to change the board composition to be in conformance with the original Articles of Incorporation of Colonos La Hacienda, which states that the HOA board will consist of a president, secretary, treasurer and 2 alternates. This is the normal composition of a board of directors in Mexico. A vote was taken to change the composition of the Board to the above. The vote was unanimous (31 votes in the affirmative) to change the composition of the Board to President, Treasurer, Secretary and two alternates.

Add banking authority to the Board – Lauralee also reported that the Notaria recommended that we authorize each board member to be able to transact banking, including check signing, on behalf of the HOA. Currently this authority is not clearly stated in the Articles of Incorporation which caused problems when we recently had to open a new account. A vote was taken to add banking authority to the Board, the vote was unanimous (31 votes in the affirmative) to add baking authority to the Board.

Election of Board of Directors - The following persons ran for the 2019/2020 Board, Lauralee Diane Chambers, President; Calvin Ronald Chambers, Vice-President; Adrianna Lee Burnett, Secretary; Marjorie Ann Carlin, Alternate; Ana Martinez, Alternate. A vote was taken and all persons were elected unanimously (31 votes in the affirmative)

Administrative Sheriff, Adrianna Burnett, gave a report stating that we are continuing to use the Notaria in San Felipe to generate our ACTA's and provide advice. We are following our governing documents, By-Laws, CC&R's and Articles of Incorporation. The official English translation of the By-Laws and CC&R's has been completed. In 2018 we had 2 extraordinary meetings to correct problems in our 2017 ACTA, the ACTA is now correct. Our dollar account was reinstated in September. We will be able to deposit checks into that account in September 2019, until then we can deposit dollar checks into the peso account. Prior to this meeting we consulted with the Notaria to make sure we include everything required at a General Meeting, after the meeting we will submit the minutes and other paperwork to the Notaria so he can generate the ACTA.

Open Discussion, attendees asked questions and made suggestions.

President Annie Carlin made a motion to adjourn the meeting at 12:35 seconded by Lauralee Chambers.

Submitted by Secretary Adrianna Burnett