



**DRAFT Minutes of the Board Meeting
held on Wednesday, October 15, 2025
at 6:00 p.m. via Google Meet**

1. **Call to Order.** President N. Ceccarelli called the meeting to order at 6:01 p.m.
2. **Roll Call.** All board members were present: N. Ceccarelli, W. Barfield, R. Kling, C. Peachey, D. Vlasic, N. Tribby, and S. Crosby. Audio was recorded with Google Meet.
3. **Approval of minutes of the September 17 board meeting.** One change was requested: In the Common Area Committee report, item ii, in the sentence about buying materials for 10 gabions, change “fencing materials” to “framing materials.” The minutes were approved with this change with no objections.
4. **Officer Reports**
 - a. **President’s report.** (N. Ceccarelli)
 - i. She received one phone call and one email regarding the draft 2026 budget.
 - ii. Did not hear back from our insurance agent after we received phone messages from them to contact them to review policies.
 - b. **Vice President’s report.** (W. Barfield) See Common Area Committee.
 - c. **Treasurer’s report.** (R. Kling)
 - i. See attached financial report. New bills received and paid recently will be reported in November.
 - ii. We already have a second savings account at the bank if we decide to put funds into another reserve-type account.
 - iii. Three lot accounts are in collections.
 - d. **Secretary’s report.** (C. Peachey)
 - i. We received our two insurance renewal invoices. The General Liability policy cost increased by about \$150; the Directors and Officers policy decreased by about \$245.
 - ii. We received our Farm Bureau membership cards. We will send the membership information to all association members and a link to the Farm Bureau website to view any benefits.
 - iii. Our annual website cost was lowered after contacting tech support to find we were paying for more services than we were using.

5. Committee Reports

- a. **Common Area Committee** (W. Barfield)
 - i. The new water tank will be delivered tomorrow.
 - ii. The committee has identified five roadwork projects, most are in the planning stages: Old Adobe Road wash at the windmill; two eroded cuts on Last Trail; eroded area on Riata Pass near a stock tank; eroding culvert area on Stagecoach Pass near lots 22/23.
- b. **Architectural Review Committee** (W. Barfield)
 - i. No new or pending architectural review requests.
 - ii. We still need to sort out how we will get ARR submissions from the committee to the full board for review. Form flow? Email? To be discussed next meeting.
- c. **Finance Committee** (R. Kling). The committee met Oct. 2, reviewed third quarter finances and found no irregularities. Will tentatively meet Nov. 3.
- d. **Election Committee** (C. Peachey). Nothing to report, but we'll need to meet soon.

6. General member comments.

- a. We have too much money in the bank account. Reduce our annual assessment until the amount in reserve is no more than one year's expenses. Take an average of 5 years of road expenses, add inflation, and use that amount for the road budget. Before any large project expenditures, the membership should vote. We are overbudgeting. Common Area Committee should produce a prioritized list of projects. Build up the reserve fund. Repairs should be paid by reserve fund, not by overbudgeting. Refund or lower assessments if necessary.

7. Active agenda.

- a. 2026 Assessment.
 - i. No need to raise the assessment as we have enough in the bank to cover inflation for next year and perhaps longer. Most discussion centered around the need to have enough funds to grade and repair roads, planning for the worst case. Our use of volunteer labor, luck with the weather, and a condition-based annual grading have reduced our road costs recently, but this is not guaranteed in the future. The major project near Foothills was estimated at more than \$90K, do we want to do a special assessment, or build up funds over time. Most agreed it's a bad idea to lower the assessment, as we can only raise it a maximum of 10 percent in any year, which may not be enough to cover a bad year of road expenses. We can consider waiving collection (not recommended) or issuing a refund of unspent budget funds. We can consider setting up another dedicated savings fund, as discussed in the past.

- ii. R. Kling **moved that the Board approve the 2026 annual assessment at \$262.** W. Barfield seconded. After further opportunity for board and general member discussion, the **motion carried** unanimously on a roll call vote.
- b. 2026 Budget. R. Kling **moved that the Board of Directors approve the 2026 budget totaling \$42,900.** D. Vlasic seconded. After opportunity for board and general member discussion, the **motion carried** unanimously on a roll call vote.
- c. Assessment due dates. R. Kling **moved to set the 2026 assessment due dates as January 15 and May 15, 2026.** N. Tribby seconded. It will be advantageous to receive funds and complete the process earlier in the year. Members will receive several reminders, starting before the invoices are sent out approx. Dec. 1, 2025. There will be new payment options. After opportunity for board and general member discussion, the **motion carried** unanimously on a roll call vote.
- d. Disclosure fee. The board agreed to skip this action since a change is not being proposed. The finance committee can take it up for further clarification if desired.
- e. Late assessment payment fee. R. Kling **moved to set a late assessment payment fee of \$6.** W. Barfield seconded. In the past, we had a fee of \$15, then no fee for the past 3 years. The intent is to cover costs of sending late notices. After opportunity for board and general member discussion, the **motion carried** unanimously on a roll call vote.
- f. W. Barfield moved to approve reimbursement for the use of member-owned tractors in association-approved projects at the rate of \$5 per hour for "small" tractors and \$15 per hour for larger tractors. N. Ceccarelli seconded. After discussion, W. Barfield retracted this motion and restated the **motion to approve reimbursement for the use of member-owned tractors in association-approved projects at the rate of \$5 per hour for "small" tractors, defined as 50 horsepower or less, and \$15 per hour for larger tractors, defined as greater than 50 horsepower.** The **motion carried** on a voice vote with none opposed.
- g. Call for business items for next meeting: ARR approval process details.

8. Comments from board members.

9. Next board meeting: Wednesday, November 19.

10. Adjourned at 8:03 p.m. without objection.

Submitted by C. Peachey, HLRPOA Secretary.



High Lonesome Ranch Estates Property Owners Association
P.O. Box 215, Elfrida, Arizona 85610

Board Meeting Agenda
Wednesday, October 15, 2025, 6:00 p.m.
via Google Meet

1. Call to order
2. Roll call
3. Approval of minutes of the Sept. 17 board meeting
4. Officer Reports
 - a. President's report
 - b. Vice President's report
 - c. Treasurer's report
 - d. Secretary's report
5. Committee Reports
 - a. Common Area Committee
 - b. Architectural Review Committee
 - c. Finance Committee
 - d. Election Committee
6. General member comments
 - a. Limited to 3 minutes
 - b. Must directly relate to action items of the Board published, considered, or on today's agenda
7. Active Agenda
 - a. Consideration of and decision on the following motions:
 - i. Approve the 2026 annual assessment to be \$262 for each lot.
 - ii. Approve the 2026 budget totaling \$42,900.
 - iii. Set the 2026 annual assessment due dates as January 15 and May 15, 2026.
 - iv. Approve the disclosure fee to remain at \$75.
 - v. Approve a fee for late annual assessment payment of \$6.
 - vi. Approve reimbursement for the use of member-owned tractors in association-approved projects at the rate of \$5 per hour for "small" tractors and \$15 per hour for larger tractors. Purpose is to set a uniform rate that accounts for the cost of fuel, filters, and other fluids associated with the use of the equipment.
 - b. Call for business items for next meeting
8. Comments from Directors
9. Next board meeting date – Wednesday, November 19
10. Adjourn

HLR POA Treasurer's Report for September 2025

Bank Money

Checking on 1 Oct

\$40,908.34

Savings on 1 Oct

\$21,108.14

Total on 1 Oct

\$62,016.48

Money In

TOTAL

Invoiced
\$36,061.76

Income in September

\$3.44

Income before 1 Oct

\$35,067.81

Balance

(\$993.95)

2025 Assessment

\$35,632.00

\$34,846.00

(\$786.00)

Bank Interest

\$0.00

\$3.44

\$30.79

\$30.79

Disclosure Fees

\$150.00

\$150.00

\$0.00

Recording Fees

\$60.00

(\$60.00)

Postage Fees

\$75.19

\$21.18

(\$54.01)

Debt Interest

\$144.57

\$19.84

(\$124.73)

Money Out

TOTAL

Budget
\$43,934.16

Spent in September

\$14,165.68

Spent Jan - Sep

\$19,077.51

Unspent

\$24,856.65

Taxes

\$95.00

\$20.52

\$80.52

\$14.48

AZ Income Tax

\$50.00

\$50.00

\$0.00

Cochise County Property Taxes

\$35.00

\$20.52

\$20.52

\$14.48

Arizona Corporation Commission Fee

\$10.00

\$10.00

\$0.00

Services

\$4,200.00

\$59.00

\$59.00

\$4,141.00

Insurance

\$2,200.00

\$59.00

\$59.00

\$2,141.00

Legal

\$2,000.00

\$2,000.00

Common Areas

\$35,600.00

\$14,086.16

\$17,431.16

\$18,168.84

Road Grading

\$25,500.00

\$13,625.00

\$16,970.00

\$8,530.00

Road Repair

\$6,500.00

\$461.16

\$461.16

\$6,038.84

Windmill

\$3,300.00

\$3,300.00

Maintenance

\$300.00

\$300.00

Administrative

\$4,039.16

\$1,506.83

\$2,532.33

Annual Meeting and Election

\$2,500.00

\$504.37

\$1,995.63

Website

\$376.16

\$376.16

\$0.00

Mailings

\$350.00

\$231.20

\$118.80

Google Business Suite

\$200.00

\$92.10

\$107.90

Financial Review

\$125.00

\$125.00

\$0.00

Post Office Box

\$88.00

\$88.00

\$0.00

County Recorder Fees

\$270.00

\$90.00

\$180.00

Office Supplies

\$50.00

\$50.00

Accounting Systems

\$80.00

\$80.00

Payments Issued

	<u>Check Number</u>	<u>Check Date</u>	<u>Check Amount</u>
Road Repair	#1147	05-Sep-25	\$341.16
Road Repair	#1148	13-Sep-25	\$120.00
Road Grading	#1149	13-Sep-25	\$13,625.00
Insurance	#1150	19-Sep-25	\$59.00
Cochise County Property Taxes	#1151	24-Sep-25	\$6.84
Cochise County Property Taxes	#1152	24-Sep-25	\$6.84
Cochise County Property Taxes	#1153	24-Sep-25	\$6.84



HLR POA Current Budget for 2026

Budget Total	\$42,900.00
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Administrative	\$2,995.00
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<u>Budget Line</u>	<u>Initial Budget from 15-Oct-25</u>	<u>Budget Amendments Amount</u>	<u>Date</u>	<u>Total</u>
Annual Meeting and Election	\$1,500.00			\$1,500.00
Website	\$410.00			\$410.00
Mailings	\$515.00			\$515.00
Google Business Suite	\$240.00			\$240.00
Post Office Box	\$100.00			\$100.00
County Recorder Fees	\$180.00			\$180.00
Office Supplies	\$50.00			\$50.00

Common Areas	\$32,800.00
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<u>Budget Line</u>	<u>Initial Budget from 15-Oct-25</u>	<u>Budget Amendments Amount</u>	<u>Date</u>	<u>Total</u>
Road Maintenance	\$32,000.00			\$32,000.00
Windmill	\$350.00			\$350.00
Common Area Other	\$450.00			\$450.00

Finance	\$1,215.00
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<u>Budget Line</u>	<u>Initial Budget from 15-Oct-25</u>	<u>Budget Amendments Amount</u>	<u>Date</u>	<u>Total</u>
Financial Review	\$150.00			\$150.00
Accounting Systems	\$200.00			\$200.00
Delinquent Account Burden	\$865.00			\$865.00

Services	\$5,800.00
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<u>Budget Line</u>	<u>Initial Budget from 15-Oct-25</u>	<u>Budget Amendments Amount</u>	<u>Date</u>	<u>Total</u>
Insurance	\$2,400.00			\$2,400.00
Legal	\$3,400.00			\$3,400.00

Taxes	\$90.00
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<u>Budget Line</u>	<u>Initial Budget from 15-Oct-25</u>	<u>Budget Amendments Amount</u>	<u>Date</u>	<u>Total</u>
AZ Income Tax	\$50.00			\$50.00
Cochise County Property Taxes	\$30.00			\$30.00
Arizona Corporation Commission	\$10.00			\$10.00

END OF REPORT

from: E:\CommonDatabases\TreasurerCorrespondence 05.accdb
on: Thursday, October 16, 2025 at 14:59