

Minutes of the June 2022 Business Meeting Eldorado Stable Committee

Time and Place: The June 2022 Business Meeting of the Eldorado Stable Committee (ESC) was held on Monday, June 20 via Zoom and was called to order at 6:33 p.m. by the departing committee Chair, Amelia Adair. Amelia was elected to the ECIA Board and will serve as Vice President and Stable Liaison. Going forward the Stable Committee will operate with members rotating as meeting chair and assuming Amelia's responsibilities, which were divided up among them. Nominations to join the committee are still open.

Copies of the *May agenda; April ESC Minutes; 2022 Budget Request and the Chair Report* were emailed to the entire stable community prior to the meeting and available to all participants. **Please reference the Chair Report for the full scope of Stable Initiatives in earlier stages of completion and not discussed at the meeting** The meeting was recorded.

Quorum, Attendees: A quorum of ESC members was present, specifically Amelia Adair, Deena Joseph, Lisa Bessone and Kelly Smith. Liz Matthews had an excused absence. In addition to ESC Members, ECIA Staff members present included Administrative Assistant Ciera Walsh and Jocelyn Rizo, Administrative Assistant, Operations and Compliance. The following Stable community members were present: Carol Loewy, Karla Lauritsen, and Frank and Mechele Tadeo. Paul Butt of the Conservation Committee was also in attendance. Lisa Bessone served as interim Secretary.

Motions:

- The June Agenda was approved
- The May ESC Meeting *Minutes* were approved
- Approval of the amended 2023 ESC budget, after review by the stable community, carried unanimously
- Amended Emergency Equine Intake Plan passed and ready for Board review
- Motion passed recognizing the Stable committee's division of responsibilities (see above)
- The meeting was adjourned at 8:20 p.m.

New Business:

- Amelia formerly resigned as chair due to her new Board assignment.
- Call for nominations to the stable produced no volunteers; discussion ensued recognizing that opportunities for involvement in stable projects exist without joining the committee
- Initial discussion on stable events including a July workday, Summer Pot Luck, Community Day and reviving a former initiative – Artists Day. Committee to lead and recruit volunteers to assist

Other Business:

- Open Forum – No comments
- Deena Joseph reported on meeting with CM Footing consultants on the three arenas and progress with the new equipment
- ECIA Report
 - Assistant General Manager Jessica Collins has resigned from her duties to accept a new position with HOMACO closer to her home. Ciara and Jocelyn will transition to oversee Jessica's stable responsibilities.
 - Office still awaiting legal approval that interactive form on ECIA Website is permissible for signing liability releases and acknowledgement that new barnowners have read and agree to the rules
 - The July 4 Parade to honor Eldorado's 50th anniversary celebration
 - The drainage project will cross the Red Barn Road and may disrupt traffic, both horse and auto, for a day or so this month

ELDORADO COMMUNITY STABLES
New Stable Amenity Rule, Section IV(F)
Temporary Evacuees

Version dated 6/27/22 – Motion to approve this rule adopted at the ESC Meeting on 6/20/22, subject to numbering the Rule

The Eldorado Community Stables does not have the capacity to be an emergency evacuation site but strives to be a compassionate neighbor. If an individual barn owner with unoccupied space and shelter would like to offer a safe haven to an evacuee through the duration of an evacuation order, they may do so under these conditions and with these exceptions:

- The current Stable Rule V(I) rule prohibiting overnight guest horses is waived
- Barn owners must provide the ECIA office with this paperwork for evacuees
 - The New Horse Application Form
 - Guest Horse Waiver and Information Form
 - Equestrian Liability and Waiver and Release Agreement
- The maximum number of equines in any barn remains four
- Coggins and health certificates are waived for horses sheltering in the amenity during an emergency, except for out-of-state equines
- Evacuees, however, may not leave the host barn to use the Stable common areas until the ECIA office receives paperwork including a negative Coggins and health certificate
- Evacuated horses are welcome to use the public facilities, such as arenas, round pens and roads, after all required health paperwork has been provided to the ECIA office
- Barn owner will incur manure and water charges for any additional equines

Question for the Board: Can we fast-track links to these documents required in the second bullet point?

2023 ESC BUDGET, RESERVE & CAPITAL PROJECT PROPOSAL

Version updated 6/20/22

Discussed at the May 16, 2022 and June 20 ESC meetings, reviewed by community. Approved by the ESC at the June 20, 2022 meeting.

PROJECT OR EXPENSE ITEM	AMOUNT	NOTES
CAPITAL IMPROVEMENT PROJECTS	ZERO	None
REPLACEMENT PROJECTS		
Allowance for replacement of training equipment	\$1,500	Propose this amount to replace damaged and old equipment of all kinds, based on highest need, as an R&R item rather than an operating item.
Replace upper arena footing – new sand plus additive	ZERO	Evaluate for replacement in 2024. Due to the new TR3 attachment, we should be able to extend the life of the footing at least one more year.
Replacement Projects Subtotal	\$1,500	
OPERATING EXPENSES		Requested by ESC, out of Stable Operations – Repairs & Maintenance, Acct. #6634
Electronic media & communication expenses	\$50	DialMyCalls, Stable gmail spam filter subscription, eldostables.com hosting
Community Day, community outreach & mentorship expenses	\$250	Reimburse volunteers for welcome & condolence gifts, invitations for events, also spend money on event food, prizes, activities
Greenspace management expenses	\$250	Native grass & plant seed, and gravel mulch, for volunteers to plant & maintain
White board cabinet for lower arena	\$500	Weatherproof, magnetic, lockable, location for announcements such as about turnout
Bridle Path	\$1000	Additional expenses to upgrade path inside perimeter fence
Operating Expenses Subtotal	\$2,050	
Total	<u>\$3,550</u>	

ESC CHAIR ROLES – approved by the ESC June 20, 2022

Title	Key responsibilities	Who will handle?
Stable Point of Contact	Monitor Eldoradostables.com email (which includes voicemails from Stable hotline), route to the ESC &/or respond; point of contact for ECIA Stable Staff regarding billing, announcements, closures etc.	Lisa Bessone
Admin & Emergency Coordinator	Maintain Stable Roster; alert ECIA Stable staff member about new horses & verify new horse paperwork is in order; check against ECIA records periodically; update info on DialMyCalls & know how to send emergency text messages	Amelia Adair with Mike Ault's help, Liz Mathews backup
Chair ESC Meetings	Prepare agenda, distribute Minutes, schedule & moderate the meetings, ensure ECIA Board liaison gets recommended motions to the Board for a vote. Orient new ESC members	Rotate. Amelia June; Lisa July; August off
Communications & Publicity	Draft & send out Stable emails with meeting & other announcements, such as fly predator distributions. Draft or solicit periodic articles for Vistas; annual ECIA report. Ensure ECIA and eldostables.com websites are up-to-date	Lisa Bessone
"Tour Guide & Trainer"	Give Stable tours to prospective barn purchasers (but NOT as a "real estate broker!"); tours & orientation for new Board and staff members. Represent Stable at ECIA events	Any ESC member or Board Liaison
New barn owner/sharer orientation	Lead mentorship program; recruit mentors, assign to new community members, and follow up to be sure relationship is working	Liz Matthews
Event Coordinator	Schedule Stable events; recruit a lead for them and help coordinate publicity and volunteers if necessary	Amelia Adair
Maintenance & project oversight	Point of contact for ECIA Operations Manager (OM); assist with vendor and project oversight; update Stable Maintenance Schedule with OM; review and recommend Replacement Reserve projects at least annually	Deena Joseph
Financial oversight	Review monthly financial reports, distribute to the ESC, and track corrections when needed. Review monthly Stable bills, and alert the ECIA Stable Staff member to any issues. Draft proposed financial requests from the ESC. Meet with the ECIA GM regarding annual budget planning, and the OM regarding capital and reserve replacement project planning. Attend Finance Committee meetings when necessary to advocate for Stable project funding or answer questions	Amelia Adair & Deena Joseph
Annual inspections	Represent the ESC at the bi-annual Stable barn inspections with ECIA Covenant Compliance Coordinator	Rotate
Team Bug Leader	Point of contact with ECIA office and volunteers for the Fly Predator program. Pick up bugs, coordinate distributions, ensure they are announced via Stable gmail; answer barn owner/sharer questions about the program	Deb Swiderski
Misc.	Point of contact at the Stables when gates go out, water needs to be shut off, loose horse is reported, etc.	Any ESC member

ESC Chair Report June 16, 2022

By Amelia Adair, ESC Chair

As usual, to save time, I'm submitting my chair report in writing. Please ask me any questions after the meeting, thanks!

1. Enforcement Status, Barns for Sale and Sharing.

- **For Sale, Share & Vacant barns.** Two barns are for sale (#s 14 and 34); one barn is available for share (#25), and four barns are presently vacant (5, 14, 25 and 29). Both barns #5 and 25 have asked their neighbors to turn horses out in them to help graze down weeds.

2. Invasive Weeds. The maintenance crew is testing sprays of vinegar and dish soap vs. an organic weed killer, "Avenger". Depending on which of those sprays works best, the crew will continue to spray the hoary cress infestation near the Stable gate. We should all make sure to pull and bag any hoary cress we see; it will likely take several years of diligent effort to eradicate. It may be toxic to horses, so be careful not to allow your horses to graze on it. Fencing will be removed at the test sites this Wednesday, 6/22. Mowing between paddocks will also be done this Wednesday 6/22.

3. Project Report.

- **Drainage and road repair.** The drainage project is completed other than the area where the drainpipes meet at the fence at by the Red Barn. The maintenance crew is still working on connecting the drain from where the field by the Red Barn drains onto our side of the fence. The project should be completed before the end of June.
- **Bank and Step Obstacle.** Deena Joseph is working on a detailed plan and specifications for the project.
- **Trail Course.** The new bridge is completed and in place. We're now ready to schedule a trail course work day to reorganize the moveable obstacles. Thank you to Herb Seigel who built the bridge, and to Mike Ault, Martin Adair, Gordon Smith and Dina Seigel who helped deliver and install it.
- **Highway 285 Crossing.** The maintenance crew has improved the waiting area at the equestrian crossing of Highway 285 and Avenida Vista Grande, and removed downed fence. I will continue working on the gates through the La Tienda property, to provide safe, off-road access to the crossing.

4. Activities around the Stables. Our second **Wine and Weeds Walk** is set for June 25 at 5:30 pm. The July 4 parade is on, line up begins at 9:00 am on Moya Rd., parade begins at 10:00 am along Avenida Torreon to the Community Center. Planning for the summer potluck, Community Day and other potential activities is slated for our June agenda.

5. Stable Financial & Budget Issues. At the last Finance Committee (FC) meeting, the FC discussed the issue of categorizing the new package of Coyote jump standards that we had asked to purchase last year. Since the cost is so close to the \$1,500 threshold, last year past President Sal Monaco did not approve the purchase, wanting us to seek approval of the purchase as a capital improvement expense. The reserve consultant recommended we consider asking the FC to consider an allowance for smaller replacement reserve items such as the jump standards. However, Board treasurer Joseph Gutierrez believes the \$1,500 threshold for smaller items coming out of the operating budget makes sense, and asked us to work with general manager Julie Navarro to get that purchase done.

The FC also confirmed a change to the annual budget schedule for all committees, so budget requests, including operating, capital and reserve projects, must be submitted to the GM by July 8. We will be on time for that schedule, as we've been working on our budget requests over the last couple of months.

6. Action item recap:

Action Item	Responsible Person	Deadline
Map of arroyo trails and primary obstacles	Deena Joseph	2021-2022
Work with Mike Rogers on design & materials for step & bank obstacle	Deena Joseph	July 8
Prepare a proposed draft of reorganized Stable Rules including previously approved rule changes	Amelia Adair	July
Update & reorganize Stable communications – webpage and website	Liz Mathews & Lisa Bessone	Ongoing
Jessica Collins propose plan for handling guest liability waiver signatures – check with ECIA attorney to see if they’re OK as a fillable form on the website	Jessica Collins	June
Develop plan to improve arena footing and maintenance; schedule meeting with CM Footing	Deena Joseph/Mike Rogers	Done
Prepare spread sheet for barns tracking monthly water use, to help identify leaks faster	Jessica Collins	Done
Contact NM DOT regarding access to the Highway 285 frontage	Amelia Adair	Done
Schedule work day to inventory all training equipment owned by the Stables, and propose a plan for financing replacement of aging equipment to the Finance Committee	Amelia Adair	June meeting
Work on relocating the EASWD’s fence behind barns 16 and 17	Amelia Adair	July meeting