

**BOARD OF DIRECTORS
NOVEMBER BUSINESS MEETING AGENDA**

DATE & TIME: **November 21, 2023 5:30 pm – 7:30 pm**

LOCATION: **ECIA Community Center Classroom and via Zoom Video Conference**

Estimated Time	Item
5:30 pm	Call to Order, Introductions - President <ul style="list-style-type: none"> • Roll call, establish quorum • Staff introductions • Consent Agenda: Motions <ol style="list-style-type: none"> 1. To approve Agenda 2. To ratify previous meeting Minutes (previously approved via email) 3. To update the charter of the Eldorado Volunteer Committee to reflect its new name (approved last month) 4. To accept the resignations of Judy and Darryl Owen from the Eldorado Volunteer Committee 5. To approve the Staff Paid Holidays Policy 6. To approve audit engagement letter and audit data timeline 7. To approve the revised Association Management Agreement with HOAMCO 8. To authorize Portfolio Accountant to send the preliminary December 2023 year end financial information to the CPA for him to start the audit process. 9. To approve including the Election Committee Note in the year end Assessment Letter package
5:35 pm	"Community Connections" – Any Board member. Opportunity to recognize and thank community volunteers (Eldorado Volunteer Committee and other speakers at New Res Event)
5:40 pm	Open Forum – ECIA Residents. Opportunity to address the Board about issues not covered on the agenda, maximum of two minutes per resident. Residents will also be invited to make brief comments on substantive agenda topics. When recognized, speakers must state their name and Eldorado address. In the interest of saving time, questions may not be answered, but the appropriate staff person will follow up after the meeting.
5:50 pm	President's Report, Announcements <ul style="list-style-type: none"> • Compliance Policy town halls Dec. 5 at 6:00 pm & Dec. 9 at 10:00 am • Volunteer Appreciation Dinner Dec. 6 • Santa at the Community Center Dec. 16 11:00 am - 12:30 pm • Office closed for the holidays Nov. 23 & 24; also Dec. 23 – Jan. 1 • No Board meeting in December • Annual reports including 2024 committee goals due Feb. 15. • Schedule next quarterly Committee Chair meeting
5:55 pm	Management Report – General Manager and specified HOAMCO Staff <ul style="list-style-type: none"> • General Manager's Report (available online) <ul style="list-style-type: none"> o Updated plan for community center hours & staffing • Communications Director Report • Covenant Compliance Report (available in Board packet) • Operations Manager Report

6:10 pm	Treasurer's/Finance Committee/Santa Fe County Liaison Report <ul style="list-style-type: none"> Recap budget process Santa Fe County report
6:15 pm	Motions <ol style="list-style-type: none"> To approve the 2024 Budget as recommended by the Finance Committee – <i>Joseph Gutierrez</i> To approve the annual roll over of excess assessments into reserve funds as recommended by the Finance Committee – <i>Joseph Gutierrez</i> To approve for posting for public comment the revised Dog Park and Annex Rules recommended by the F&G Committee -- <i>Joseph Gutierrez</i> To appoint a task force to prepare a Facility Master Plan with member input – <i>Amelia Adair</i> To approve for posting for public comment the Draft ECIA Editorial Policy and Draft ECIA Facebook Procedures recommended by the Communications Director – <i>Jonathan Turkle</i>
6:30 pm	Committee Reports – chairs or Board liaisons <ul style="list-style-type: none"> Conservation Committee Election Committee (submitted in writing) Facilities & Grounds Committee Stable Committee (submitted in writing) Volunteer Committee Architecture Committee
7:15 pm	Variance Requests – Architecture Committee Board liaison or chair <ul style="list-style-type: none">
7:15 pm	Old Business <ul style="list-style-type: none"> Retreat Review: membership survey, recruit task force to draft updated mission and vision statements – <i>Amelia Adair</i> Greenbelt Management Policy Working Group – <i>Jonathan Turkle</i>
7:30 pm	New Business <ul style="list-style-type: none"> No Board meeting in December – January 16 next meeting
7:30 pm	Adjourn
7:45 pm	EXECUTIVE SESSION - Legal & Personnel