

TICONDEROGA OWNERS ASSOCIATION Board of Directors

March 28, 2026

9:00 a.m.at the Lodge at Chama

Call to order and notation of time

Presiding President Brogdon called the meeting to order at 9:56 a.m.

Determination of quorum

100% of the Board of Directors in attendance.

President: Mike Brogdon

Vice President: Butch DeFillippo

Treasurer: Oscar Vasquez

Secretary: Jeannie Pace

Director: Dave Pace

Director: Jimmy Garcia

Director: Linda Benson via video call

Guests were welcomed and included in the distribution of handouts.

Guests Present: Kathy Garcia, Carol Zink, James and Sarah France

Administrator: Paul Edwards

Land Manager: Herman Candelaria

BOD's Handouts

Agenda

Minutes of previous meeting

Financial Reports

Approval of Agenda

Motion:	Approve agenda for today's meeting
Made by:	Butch DeFillippo
Second by:	Dave Pace
Motion Result:	Passed - all ayes

Approval of October 25, 2025 Annual Meeting Minutes

Motion:	Accept the minutes of meeting 10-25-25
Made by:	Butch DeFillippo
Second by:	Jeannie Pace
Motion Result:	Passed - all ayes

Ticonderoga Financials by Administrator and Treasure Vasquez

The BOD reviewed the Profit and Loss Statement, Balance Sheet, Expenses by Vendor and the Accounts Receivables prepared by Paul Edwards, Administrator.

Corrections needed:

* On the Profit and Loss account the amount for grading is actually snow plowing.

*Gates Fixed Assets on the Balance Sheet needs to reflect the recent upgrade.

Oscar will research if a nonprofit like TOA needs to declare assets on the balance sheets.

The board discussed financial matters including budget assessments increased to \$135,000. In 2025 the board agreed to utilize QuickBooks Pro 2024 as the only financial software system going forward. The administrator has yet to cancel the Zoho annual license for 2026. Concerns were raised about maintaining proper software backup systems and access to financial records across multiple systems (QuickBooks and Zoho). The BOD asked Paul to retrieve from ZOH0 any information he needs for accurate record keeping and not to renew Zoho for 2027.

The meeting also covered insurance payments transitioning to quarterly instead of annual, and ongoing information about New Mexico Taxation and Revenue CRS and IRS reporting requirements.

The board meeting covered several key updates and discussions. Oscar reported on financial matters, including the transition to a standalone 2024 QuickBooks version and the completion of 1099s and tax filings, with Linda confirming she had renewed the organization's non-profit and incorporation status for 2025 and also filed 2026. TOA state and Federal taxes have been filed and electronically accepted. Thank you to member Susan Cameron for providing this service free of charge.

ZOH0 and QuickBooks online service need to be discontinued because a stand alone Quickbooks Pro 2024 was purchased for the TOA. It is recommended that there be 10 years of archived financial reports. Oscar and Paul will coordinate this effort.

Currently the Administrator is paying the dumpster monthly and with a check. Oscar will research auto pay for NCSW.

The BOD agreed to gift volunteer Glyn with a gratuity for the tremendous service he provided the membership by getting the new gate system on line.

Secretary Jeannie reported that she successfully resolved tax issues for green belt properties, achieving zero taxes on these properties through arguments about open space usage, areas for fire mitigation, agricultural classification and double taxation since each property is assessed for amenities. Oscar concurred that this had been resolved last year in the 4th quarter.

The board discussed creating a comprehensive checklist of periodic tasks that need to be completed, with Paul agreeing to generate an initial list and Linda offering to work with Jeannie on storing the checklist and instructions securely online. Linda has already completed instructions for filing the non-profit status and the yearly report that lists directors for the incorporation status.

The group reviewed maintenance expenses including electric bills, internet service, and snow plowing costs. The board decided to use approximately 10K left unused from snow plowing for gravel and repairs on the unimproved stretch of Ticonderoga Drive. Herman will get a bid for the graveling project. Herman will get a bid for the base graveling of Ticonderoga Drive.

Clarification on Accounts Receivable was provided. A late fee of \$100 is assessed to members after 30 days in arrears with an additional 20% added to any existing balance.

There are currently several liens filed against Ticonderoga members' properties for nonpayment of assessments. County Clerk expenses should be tracked as an expense under administrative costs.

This concludes the Administrator's Report.

Land Manager Report

Herman reported that trespassing issues have significantly decreased since the new gates were installed, with only occasional authorized vehicle access. Full-time residents report traffic has dwindled to almost zero.

Since the new gate system seems to be meeting the goal of restricting unauthorized access, through the slow winter months, the suggestion was made to postpone the installation of the second gate along Brass Cap Road that was in the original gate bid. The BOD can access summer traffic. If the new gate security continues to eliminate unauthorized access, then the equipment purchased for the 3rd gate can be used as backup when damage occurs to either the east or west gate. Unspent gate funds that would have been used for the turnaround, transformer and physical gate, can be allocated for gravel on Ticonderoga.

Mr. Candelaria and Mr. Brogdon are working on fabricating new east and west gates.

Common roads have been graded this week. Mr. Vasquez mentioned he can get his equipment to the west gate to repair pot holes near the dumpster utilizing existing dirt and gravel that has been displaced onto shoulder areas.

Pond management and fish stocking was discussed. Mr. Candelaria recommended delaying fish stocking at the spring-fed Ticonderoga Pond until sufficient rain replenishes water levels - possibly by July 4. The other ponds will be stocked for Memorial Day. To avoid credit card fees, begin paying the hatchery with a TOA check.

The aerator pump on Ticonderoga Ponds needs to be replaced again before the summer heat. The pump housing can be redesigned with more ventilation. Generally the pump runs in the winter time, however, this year due to the lack of water supplying Ticonderoga pond and the heat buildup we will need to run it during the summer. The pump will need to be upgraded to a heavier duty pump. Members, if you see the pump off and not plugged in, do not plug it in. There is a reason it is off, The land manager or appointee will manage the pump to avoid the motor overheating.

About 4 miles of fencing divides Ticonderoga and the Garcia Ranch. There are many breaches in the fence that need repaired to address ongoing trespassing issues.

Guest Kathy Garcia expressed concern seeing someone fishing at Ticonderoga Pond flick a hot cigarette into the brush. The board agreed to send notifications to members (and their guests) about the Rio Arriba County fire ban. All open burning is prohibited. Members alert all guests to the fire restriction. Please smoke indoors and in vehicles.

The burn pile inside Ticonderoga will be closed due to the extreme fire hazard. Do not dump ANY waste at the TOA burn pile. Russell's gravel pit accepts green waste for \$5/ton.

This concludes the Land Manager's Report.

Business Related to Member Letter

The BOD read and discussed a letter submitted by Ottis Cameron. The letter states, "The Ticonderoga Board of Directors should undertake action to resolve these issues or report to the members any inability or reasons why the issues cannot be resolved." Goals and objectives should be structured like a business environment.

A brief summary of the 15 points discussed will inform members that:

The BOD agrees that formal project planning and timelines create a bureaucratic burden for volunteers and are unnecessary for TOA's typical small projects. TOA does not build large enough projects to warrant this micromanagement effort or see the value added to do so.

The BOD is agreeable to a committee of volunteers reviewing bylaws and covenants for discrepancies and then reporting specific issues for board review although previous intense legal work has addressed many issues. A reminder that to change bylaws and covenants requires 75% of membership approving the changes.

There is a map on the website showing common roads and conservation areas. Director Butch will review the map for accuracy and add bullet points to provide clarification on access and boundaries.

There is no need for a standing project to micromanage road maintenance. Snow is removed when depths exceed 6 inches. Gravel and maintenance are completed as needed. In the spring the gravel is pulled back upon the road with a motor grader and it is assessed where the grading is necessary due to washboard and when the ground moisture is proper. Again having a list of projects, timelines, and progress reports creates unnecessary burden for volunteers, the land manager and administrator.

Migration Trail is accessible to members with an active Recreational Membership, but during hunting season will be closed to vehicular traffic for safety reasons, though it remains accessible to pedestrians with a Recreational Membership. Wear orange or bright color if you plan to hike Migration Trail during hunting season. There is a map on the website showing common roads and conservation areas. Director Butch will review the map for accuracy and add bullet points to provide clarification on access and boundaries.

Herman explained that Penny's Pond cannot be significantly developed due to state regulations and water rights concerns following a settlement with Ohkay Owingeh. The TOA has a cease and desist order for the headwaters. There is member access to Penny's Pond off of 512.

The TOA is not a water utility. The TOA does not manage water and wells and should never take on this responsibility.

The venue for the annual meeting will remain at Bear Pond. Historically, there is good attendance at this convenient location, the expense is a minimum (port-a-potty and food) and members enjoy the space and bbq after the meeting. The BOD will try to locate a microphone for amplification. The meeting will maintain the core elements of Robert's Rules of Order for conducting the meeting. The BOD tries to keep the meetings comfortable and less rigid, but if necessary, anyone wishing to speak at the meeting will be placed on the agenda and have an assigned time and duration to speak.

The BOD agreed to a committee developing orientation material for new members. Currently there is a form on the website to submit to the administrator for new member information and vehicle stickers.

Adjourn Meeting

Motion:	Adjourn today's meeting at 12:30 p.m.
Made by:	Oscar Vasquez
Second by:	Jeannie Pace
Motion Result:	Passed - all ayes

The next meeting is tentatively scheduled for June 20.

Jeannie Pace
TOA Secretary