

LOWER GALLINAS LAND GRANT

DATE – October 26, 2024

TIME – 12:00 pm

LOCATION – NM State Police Office, LV, NM

DRAFT Meeting Minutes

Approved
3/11/2025

Call to order.

Meeting called to order at 12:14 pm by Mr. Tony Benavidez, LGLG President.

Invocation.

Invocation given by Avedona Lucero, LGLG Secretary

Roll call of officers.

Antonio (Tony) Benavidez, LGLG President - Present

Avedona Lucero, LGLG Vice President – Present

Margaret Lucero, LGLG Treasurer - Present

Robert (Bobby) Padilla, LGLG Collector – **Absent Present**

Phillip Benavidez, LGLG Parliamentarian – Present

Approval of Agenda

Motion: Approve the agenda for 10/26/24 meeting as proposed.

Made by: Avedona Lucero, Secretary

Second by: Phillip Benavidez, Parliamentarian

Discussion: None

Vote: All Board Members in Favor

MOTION PASSED

Approval of Minutes from July 20, 2024 Regular Quarterly Meeting:

Copies Passed out; time given to members present to read them

Motion: Accept minutes as presented

Made by: Avedona Lucero, Secretary

Second by: Margaret Lucero, Treasurer

Discussion: None

Vote: All Board Members in Favor

MOTION PASSED

Approval of Minutes from September 16, 2024, Special Meeting

LGLG Secretary, Avedona Lucero, gave a brief explanation of the NMLGC (New Mexico Land Grant Council) annual requirement of 7 certifications. She informed that the LGLG board

members held a special meeting to review and sign the certifications by the NMLGC deadline. Member Max Benavidez asked what they were for, Avedona read the title of each certification and explained that it was part of the requirements to be eligible for the annual disbursement from the state.

Avedona informed that one of the certifications required that the LGLG have them minimum insurance from the NMGSD (NM General Services Department). LGLG does not currently have that, but Avedona explained that she contacted the NMLGC and was informed to apply for it online prior to the certification deadline and that would meet the requirement for certification. Avedona applied online and the LGLG will be receiving an invoice in the next few months for that insurance.

Avedona informed that the NMLGC would require the certification form annually and that they were to be completed by the board members, returned to the NMLGC and presented for informational purposes at a regular LGLG meeting.

Motion: Approve the Certifications as signed
Made by: Margaret Lucero, Treasurer
Second by: Phillip Benavidez, Parliamentarian
Vote: All Board Members in Favor
MOTION PASSED

Introduce of Spouses;

Cathy Benavidez by President Tony Benavidez

Treasurer's Report

Treasurers report was read by Margaret Lucero Treasurer; Current balance in the checking account and the saving account is \$116,443.70

July-Sept. revenue \$183.24; was interest

July-Sept. expenses \$1,250.56: supplies, travel, printing, insurant, snacks, payment of \$500 to two board members (Avedona Lucero and Margaret Lucero)

Ms. Margaret Lucero explained the state statute that allows for payment to officers. She informed that she and Ms. Avedona Lucero agreed to accept \$500 so as not to meet the 1099 reporting requirement.

President Tony Benavidez explained that Ms. Margaret Lucero and Ms. Avedona Lucero have done a lot to learn the new requirements and ensure that all requirements are met and are very deserving of the compensation.

Ms. Margaret Lucero informed that the LGLG had met all the requirements for the annual state distribution for the second consecutive year. The LGLG will be receiving a \$121,000 disbursement this year.

Motion: Accept Treasurers Report as presented.

Made by: Avedona Lucero, Secretary

Second by: Phillip Benavidez, Parliamentarian

Vote: All Board Members in Favor

MOTION PASSED

No discussion or questions.

Collector's Report

Per the agenda the following items were to be addressed:

- Members that have not paid 2024 annual dues
- Members that have not paid 2023 annual dues
- Members that are delinquent on annual dues beyond 2 most current year
- Inform on how/when dues can be paid

Collectors report was not provided.

Motion: Table Collectors Report until next meeting

Made by: Philip Benavidez, Parliamentarian

Second by: Avedona Lucero, Secretary

Vote: All Board Members in Favor

MOTION PASSED

Discussion: Member Roberta Montaño asked how much annual dues are for the LGLG. It was communicated that annual dues are \$35/year.

NEW BUISNESS

Update regarding the lawsuit. – informational.

Tony Benavidez, LGLG President informed the membership that the attorney needed confirmation of the land grants official name. To provide what was needed it was suggested by the LGLG attorney to provide a signed attestation by the officers that the official name is the Lower Gallinas Land Grant.

This item is only informational and did not require any action; no motions made.

Compliance with NMLGC and state statute, current status.

The President gave the floor to Avedona Lucero, LGLG Secretary to update the membership regarding compliance with New Mexico Land Grant Council (NMLGC) annual requirements. Ms. Lucero informed that the LGLG complied with all applicable state statutes and NMLGC requirements for FY 2024 as a result the LGLG will be received a disbursement from the NM Land Grant fund at end of October or sometime in November. The distribution will be \$123,121.

The following requirements were made:

Required Quarterly Reports, completed and submitted by Margaret Lucero, LGLG Treasurer.

Required Annual Audit – the LGLG will need to have Agreed Upon Procedures level review completed for FY 2024.

Seven Required Resolution were signed by appropriate LGLG board members and timely submitted to the NMLGC.

This item is only informational and did not require any action; no motions made.

Road Repair

Avedona Lucero, LGLG Secretary noted that the road to the land grant is very difficult to drive. It is beyond rough and even difficult to drive in a four-wheel drive.

Phillip Benavidez, LGLG Parliamentarian suggested that a motion be made to solicit three quotes to repair the road. Motion was not made because discussion proceeded as follows:

Avedona Lucero asked for clarification regarding what section of the road should be included in the solicitation for bids, should it include the easement?

Max Benavidez commented that the bar leaches put in worked well.

Helen brought up the concern that the road would be washed out again.

Phillip Benavidez iterated that the road needed to be worked on and would likely need to be revisited annually. He included that the repair should include area through the easement. He would like the development of an RFP.

Tony Benavidez informed that he has spoken with Michael Armijo and that Mr. Armijo knows how the repair work should be completed.

Helen Padilla suggested getting an engineer to go up to the land grant and assess the road work necessary. Max Benavidez added that a contractor would be responsible for including an engineer as part of their contracted work.

Tony Benavidez suggested that the road work be completed in sections.

Motion: Table this agenda item until the next membership meeting

Made by: Margaret Lucero, Treasurer

Second by: Avedona Lucero, Secretary

Vote: All Board Members in Favor

MOTION PASSED

Audit Requirement

Avedona Lucero, LGLG Secretary informed that the LGLG is required to obtain an annual audit based on a tiered scale. The audit is over FY 24 books. LGLG is tier 4 based on the annual revenue for FY 24 and requires "Agreed Upon Procedures" audit. That is not a full audit but an audit of select information, a scaled down audit basically.

LGLG board solicited quotes from the State Auditor Office approved list of auditors. LGLG only received one quote from Lee A. Baldwin, CPA, CFE, CGFM for \$4,520.

Avedona informed that the audit was to be completed by 12/15/24; however, if it was contracted by 12/15/24 it would only be a potentially small audit finding.

Motion: Accept the proposal from Lee A. Baldwin and move to contract for the Agreed Upon Procedures.

Made by: Avedona Lucero, Secretary

Second by: Margaret Lucero, Treasurer

Vote: All Board Members in Favor

MOTION PASSED

Plaques

President Tony Benavidez acknowledged the work done by the first board to have to comply with rules/requirements/laws of being a political subdivision. He shared that they should be commended for their hard work. The Board members to be commended are Jonathan Jordan, Margaret Lucero, Avedona Lucero, Bobby Padilla, and Philip Benavidez.

Motion: Obtain plaques in recognition for their hard work for Jonathan Jordan, Margaret Lucero, Avedona Lucero, Bobby Padilla, and Philip Benavidez

Made by: Avedona Lucero

Second by: Phillip Benavidez

Vote: All Board Members in Favor

MOTION PASSED

Bylaw update

Avedona Lucero, Secretary informed that to be in compliance with State Statute the LGLG needs to review current bylaws and ensure that they cover all areas required by state statute.

LGLG is required to submit those bylaws to the NMLGC and to date has only submitted antiquated and unsigned bylaws. Imperative to get them done ASAP.

Per advisement from the NMLGC the LGLG was informed that the bylaws could be revised and completed by the LGLG board if 4/5 officers present at a public meeting moved to do so OR if 2/3 of the members at a meeting voted for revision.

Motion: The LGLG board members should compare the current LGLG bylaws with the ones provided by the NMLGC guidelines and work to revise the LGLG bylaws to be compliant with state statute.

Made by: Margaret Lucero, Treasurer

Second by: Avedona Lucero, Secretary

Vote: All Board Members in Favor

MOTION PASSED

The following discussion regarding this item transpired:

Max Benavidez asked if revising the bylaws would make us compliant with state statute. He was informed that it would and should be done ASAP.

Joanne stated she was glad that it would be up to the board members to revise the bylaws.

Upcoming Meeting Information

President Benavidez explained that a quarterly meeting is required by statute and that the next two meetings to close out the current fiscal year ending 6/30/25 will need to be set. The fiscal year is 7/1 – 6/30 (Qtr 1 is July 1 – Sept. 30, Qtr 2 is October 1- December 31, Qtr 3 is January 1- March 31, Qtr 4 is April 1-June 30).

President Benavidez informed that meetings will be posted at the Gallinas Fire Station at least 10 days prior to a regularly quarterly meeting. And that LGLG officers attempt to inform of upcoming meeting via email or text; however, state statute only requires that the meetings be posted, not that any other form of reminder is sent.

President Benavidez informed of the officer contact information as follows:

Tony Benavidez, President tcbenavidez73@yahoo.com 505-652-5346;

Margaret Lucero, Treasurer gramlu99@yahoo.com 505-525-1572

Avedona Lucero, Secretary wedding010104@yahoo.com 505-379-6822

Bobby Padilla, Collector bobpadilla51@gmail.com 505-617-1595

Phillip Benavidez, Parliamentarian pbenavid.pb@gmail.com

Motion: Set quarter 3 meeting on Saturday, 2/15/25 and quarter 4 meeting on Saturday 4/12/25.

Made by: Margaret Lucero, Treasurer

Second by: Avedona Lucero, Secretary

Vote: All Board Members in Favor

MOTION PASSED

OLD BUSINESS

No old business and no member comments.

ADJOURN

Motion: Adjourn the meeting

Made by: Margaret Lucero, Treasurer

Second by: Philip Benavidez, Parliamentarian

Vote: All Board Members in Favor

MOTION PASSED – Meeting adjourned at 3:01pm

Meeting: Set for 10/28/2024 at 7:00 PM in the Board Room. The meeting was held on 10/28/2024 at 7:00 PM in the Board Room. The meeting was held on 10/28/2024 at 7:00 PM in the Board Room. The meeting was held on 10/28/2024 at 7:00 PM in the Board Room.

OLD BUSINESS

There was no business reported.

AGENDA

Meeting: Set for 10/28/2024 at 7:00 PM in the Board Room. The meeting was held on 10/28/2024 at 7:00 PM in the Board Room. The meeting was held on 10/28/2024 at 7:00 PM in the Board Room. The meeting was held on 10/28/2024 at 7:00 PM in the Board Room.