**MEETING MINUTES**

Merced de Santo Tomas Apóstol del Rio de Las Trampas

Board of Trustees Monthly Meeting, Escuelita in Las Trampas, August 12, 2025

Present: Board: Alex Lopez, Arnold Lopez, Sam Lopez, Ruby Lopez and Pat Aguilar; Members: Ben Aguilar.

Purpose of the Meeting: to compile and certify 2025 Annual Report, certify adjusted annual revenue, certify that the Treasurer is properly bonded, certify the Board of Trustees election, certify that the fourth quarter report and final budget have been submitted, certify that we will comply with the Government Conduct Act, certify our compliance with the Tort Claims Act and to approve the hiring of firewood processing workers.

Meeting called to order by Alex Lopez at 10:00 a.m. Five Board members present constitutes a Full Quorum.

Key Actions: Reviewed the posted agenda. **Motion by Pat, seconded by Sam, that the posted agenda be approved. Motion passed unanimously.**

Reviewed and discussed the draft minutes of our July 10, 2025 meeting. **Motion by Pat, seconded by Arnold, that the draft minutes of our July 10 meeting be approved. Motion passed unanimously.**

Treasurer’s Report:

Current Checking Balance: $267,273.63; Last month’s balance was $269,269.67; the difference of $1,996.04 reflects a deposit of $1,040.00 member dues; Total expenses were $3,036.04 ($947.00 for the Treasurer’s Bond, $1,131.00 for vehicle insurances and $958.04 for QuickBooks).

Current Savings Balance: $332.38; Last month’s balance was $332.31. The difference of $0.07 reflects the addition of dividends from the credit union;

Visa Card Balance: $741.99 ($146.41 for our website, $144.10 for Tractor Supply purchases, $451.48 for the Processor’s chain sharpener).

Sam suggested that we move $200,000 which is set aside for land purchase in our budget to a money market account in order to gain more interest.

**Motion by Pat, seconded by Ruby, to approve the Treasurer’s Report as presented and to transfer $200,000 from checking into a money market account within our same bank. Motion passed unanimously.**

Arnold shared what he has compiled for our annual report, including all agendas, minutes, actions taken and financial transactions for FY 2025. **Motion by Sam, seconded by Pat, that we hereby certify that the annual report has been compiled. Motion passed unanimously.** The FY 2025 Land Grant-Merced Annual Report Certification Form was signed by the President and Secretary.

Arnold shared the figures representing our annual revenue report. **Motion by Pat, seconded by Sam, that we approve the certification of annual revenue as presented by Arnold. Motion passed unanimously.** The FY 2025 Land Grant-Merced Adjusted Annual Revenue Certification Form was signed by the President and Secretary.

Discussed the payment for FY 2025 bonding of our Treasurer. **Motion by Pat, seconded by Ruby, that we certify that the Treasurer is properly bonded. Motion passed unanimously.** The FY 2025 Land Grant-Merced Bonding Certification Form was signed by the President and Secretary.

Arnold presented the records of our past election. **Motion by Pat, seconded by Sam, that we certify the FY 25 Board of Trustees Election. Motion passed unanimously.** The Land Grant-Merced Election Certification Form was completed and signed by the President and Secretary.

Arnold presented what he has submitted as our Fourth Quarter Report and Final Budget. **Motion by Pat, seconded by Ruby, that we certify that the Fourth Quarter Report and Final Budget have been submitted. Motion passed unanimously.** The Land Grant-Merced Compliance with the Department of Finance & Administration Local Government Division Budget Reporting Requirements Under $56-6-I through -3, NMSA 1978 Certification Form was signed by the President and Secretary.

Discussed the requirements of the Government Conduct Act and reviewed a letter from the Department of Finance summarizing the Act’s requirements. **Motion by Pat, seconded by Sam, that we certify that we will comply with the Government Conduct Act. Motion passed unanimously**. The Land Grant-Merced Compliance with Governmental Conduct Act Certification Form was signed by the President and Secretary.

Discussed the requirements of the Tort Claims Act. **Motion by Pat, seconded by Ruby, that we certify that we are in compliance with the Tort Claims Act. Motion passed unanimously.** The Land Grant-Merced Compliance with Tort Claims Act, $41-4-25, NMSA 1978 Certification Form was signed by the President and Secretary.

Discussed Arnold’s recommendation that we hire Manuel Lopez at $20.00 per hour to assist with processing of firewood. Arnold has trained him in running the wood processor and the skid steer. Rodrick Dominguez has volunteered to help with wood processing also. **Motion by Arnold, seconded by Pat, that we hire Manuel Lopez and sign up Rodrick Dominguez as a volunteer with a waiver of liability form. Motion passed unanimously.** Arnold stated that he has started processing the first 36 truckloads of logs. He plans on distributing this first 200+/- cords of wood in September or October. A notice will be placed on our website once he’s ready to start distribution.

Sam presented 3 new membership application forms for approval. These include Edna Leyba Candelaria, Tina Marie Medina and Frank Manuel Lopez. **Motion by Pat, seconded by Arnold, that these three applications by approved for membership. Motion passed unanimously**.

Board of Trustees updates on agreed Action Plan items: Alex mentioned that the contractor that placed fill material on the parking lot will come back and tamp the lot before the Las Trampas Festival.

1. Land Grant History sign for the Plaza Area – Alex: project still in progress. Alex estimates that it’ll take 4-6 months before sign is up.
2. Obtaining wood and managing distribution of firewood – Arnold: see update above.
3. Obtaining land in Las Trampas for a Headquarters Office – Alex: No change.
4. Managing and Coordinating Legislative requests for tours and meetings – Ruby: No requests.
5. Sharing knowledge of Land Grant corners and boundary lines on-the-ground with Land Grant Board and members – Arnold: Arnold will schedule a date for Board Members to view corners on the ground when time allows.
6. Developing a posture size map of the Land Grant by the State Forester’s Office--Pat. 7 copies have been printed on 24 x 36 posture size paper. Per Board concurrence, 1 copy will by provided to the Ojo Sarco Community Center, 1 copy to the Chamisal Senior Center and 1 copy will be posted at Las Trampas Escuelita. The other 4 copies will be provided to each Board Member (1 to be shared by Alex & Ruby). The map is posted on the website as a pdf which can be downloaded and printed by anyone wanting a hard copy.
7. Updates for Website – Pat: An Archives section has been developed.
8. Rancho de Davi Fresquez – Arnold: Pat will obtain a Special Use application form from the Carson NF Supervisor’s Office in Taos.
9. Carson National Forest Plan – Pat: Review planned for next winter.

Motion by Arnold, seconded by Sam, that meeting be adjourned. Motion passed unanimously.

Meeting was adjourned at 11:41 a.m.



Pat Aguilar, Secretary