



# Community Meeting

September 13th, 2025      10 A.M - 11 A.M

1559 Sacramento Dr. Rm. D

Timberon NM, 88350

## Attendees

Those members in attendance:

President Chance Guiles

Vice President Terri Ratley

Secretary Lita Byrd

Events Director Lorie Guiles

Grant Writer Brad Howard

Garden Committee Coordinator Annamarie Waldon

Build Supervisor Randy Waldon  
Pool Manager Cathey Johnson  
TDC Office Volunteer Jeffrey Merrick  
Community Member Robin Hargis  
Garden Committee Member Tim White  
Community Member Derenda Robb

## ❖ Call to order

President Chance Guiles called the regular meeting of the Timberon Development Council Inc. at 10:19 AM, at the TDC Office.

## ❖ Pledge of Allegiance

## ❖ Approve Agenda

Due to loss of internet connectivity, we are unable to print or display today's agenda. We apologize for this inconvenience and hope you can follow along as the President guides our meeting using the Secretary's notes.

- The President motions to move to the next item in the schedule by Member and Community vote
- All in favor, yea
- Motion to move carries

## ❖ Approve Minutes

Due to the illness of our Secretary the previous months meeting minutes were not posted to the website this week. And, while they are compiled there was not an available printer to have copies of the meeting minutes for this meeting.

The Vice-President would like to reiterate that there was a procedure change that occurred at the July 15th Special Board meeting. This change was intended to help prevent these situations from causing confusion, among other things. While this procedure was followed for the August Community meeting; this week's complications have prevented this intention from being fulfilled and highlight our need to address the purchase of office equipment and reliable internet access.

- The President motions to move to the next scheduled topic by Member and Community vote
- All in favor, yea
- Motion carries

❖ Financial Report - Given by Lita Byrd

Account Statements: As of today, Sept. 13, 2025, the total funds available for the Timberon Development Council stands in the amount of:

❖ Balance - \$18,043.43

➤ Rent \$ 500.00

\* September - October check will be delivered to Michelle

Disc Golf	5,477.76
Pool	1,735.95
Bulletin Board	56.48
Scholar. Fund	2,300.00
Deer Park	492.97
TDC/Events	7,980.27

❖ Expenses: \$1,671.69

Dell Phone Bill 110.16

\* August - September

Golf Course 677.63

\*reimbursement check# 3625

Jessica Roberts 500.00  
\* Art supplies for 2025 events

Events Committee Website \$174.72  
\*Paid with TDC Card by L. Byrd

Lorie Guiles 209.18  
\*Comm. Garden fence materials check# 3627  
\*\*All receipts and invoices have been submitted to the  
Treasurer.

- ❖ Note: The Treasurer has instructed that any reimbursements for this past month are to be distributed using our petty cash funds. These transactions will be carried out and documented by Lorie Guiles for submission to the Treasurer and the Secretary for proper recordkeeping
- ❖ All of our accounts are in good standing and we continue to handle our community resources with care, transparency and fiscal responsibility.

## ❖ New Business

High Country Lounge, given by Chance Guiles

The High Country Lounge is working really hard to offer the Timberon residents and visitors really great events throughout the month and TDC has been working with them on many of this year's big events, most recently they provided an off site bar for our Labor Day Celebration. We are really excited to continue collaborating with the superb team they have working there, and by joining forces we can ensure that all of our upcoming events will be spectacular.

One of the amazing ways that they are showing their pledge to this goal is by offering to donate 10% of the Thursday night food proceeds every month to various Timberon organizations and projects. We have just received the tally from this first round of

donations and are very happy to announce TDC's first donation check from this generous program. While these funds are not directly shared with our non-profit organization each recipient is directly connected to us through our various projects and community collaboration sponsors.

“A rising tide, lifts all boats”

■ Donations:

- The golf course was donated \$360.80 for the green seed.
- The TVFD received \$222.93
- The pool was donated \$20.18
- The Youth Boosters welcomed \$14.99

■ Lounge Events: In the spirit of supporting each other's success we would like to mention the many fun events the Lounge is hosting throughout the week, and we are committed to using our community outreach resources to help them get the word out about these special nights out on the town.

- First off, we have Ladies Night on Fridays with \$3 margaritas.
- Tuesday night is the Senior Social

The word from the community is really positive, everyone has been having a great time and really appreciates all of the opportunities we have all been working hard to give to our town. Several residents would like to recognize all of Penny's work up at the Lounge in making sure all of our collective efforts succeed. All patrons of the Lounge have a fun time with some great food. Thank you to everyone who has contributed to implementing and running these events! It truly takes a village.

❖ Approve the Financial Report

- Motion to approve the Financial Report called by Lorie Guiles
- Motion to Second given by Terri Ratley
- All in favor, yea
- Motion to approve carries

❖ Grant Report, given by Brad Howard

Regarding the grant report that needed to be submitted by Aug. 30 2025, we have missed that deadline in the hopes that we could compile all pertinent information. We needed to include three documents that are needed for a proper filing that include:

- TMobile grant, we still need updated photos of the Community Garden as well as the diagram showing all available details of the garden project at Deer Park. The Garden Coordinator will manage the new photos and the Secretary will provide the diagram at the next Finance/ Grant meeting.

OCEC Grant

- The OCEC grant document that was written by Board member Clark Clement. The Secretary has looked through the available folders covering the timeframe that the grant was submitted and it is not available. The grant writer has requested that someone on the Board confer with him so that we can at least include a Board approved document that includes all of the pertinent information regarding that grant. Mr. Clement is currently unavailable however the President will work with Mr. Clement to collect the required information.

The grant report will be submitted once these documents have been acquired and will be formatted in such a way that we can illustrate our progress and outline our grant intentions for the future.

### Google Grant, given by Lita Byrd

- The verification for this grant was rejected due to outdated information on our NM Tax and Revenue account, IRS documents as well as our filings with the Secretary of State. I have already updated our files with the office of the Secretary of State and the IRS. Due to past internal complications within the organization, we do not currently have access to our online TAP account. In order to correct this issue an new NM Business Application will need to be completed and the Secretary is required to submit this application update in person to the NM Tax and Revenue Office in Roswell. The Secretary will work with the Treasurer to try and locate the required information from past records, however those documents may not exist. In this instance, we will need to start from scratch and further Board decisions may be required.
- The Secretary would suggest that we hold a Special Board Meeting to address these actions, as well as a number of other pertinent Board topics that need to be addressed.
- As a reminder, we have been reorganizing the procedures of various TDC meetings to address meeting length times, topic continuity and 501c-3 organization procedure and compliance. Therefore, these topics and decisions are best resolved at TDC Board meetings,

while our Community meeting will be focused on providing the community with updates on our decisions, allowing them time to communicate their questions and suggestions to the board, and allowing the community to vote on issues that the board opens to their guidance and to address the topics they want us to consider.

- As of this time, I am searching for a few required documents and I could use some help in locating them, so if anyone has the minutes for the January 2025 meeting to show the new election for the Secretary position, I cannot locate this document in the available folders. I am also trying to locate the original NM TAP application from the previous year so that we can correctly fill out the new application. If anyone on the Board knows where or when I should focus this search, it would be much appreciated. We do have the minutes from last year's October election in which the other Board Officers were elected.
  - The Vice President was able to supply a copy of the January Community meeting minutes as recorded by Finance Director Paulette Clement from her personal file. The Secretary now has a copy and will include them with the new TAP application.
- Once we have submitted this document we will be able to receive verification for the Google grant and it will also enable us to utilize the other software we need to function efficiently, such as the transcription software that was approved in the previous meeting. These are not our requirements but are the security requirements of the

software companies and are connected to our need to own and secure our domain, websites and records.

- The President would like to explore the possibility of creating a simple resolution document that is signed by the Board, to take the place of the minutes in which the Secretary was voted in. A possible complication to this avenue is that the Community members represent the core number of votes for this election and we may need a list of those present for that meeting for the resolution to be valid. The Secretary will reach out to her contact at the Roswell office to inquire about this possibility, however locating those minutes will be ideal.

➤ Future Grant Planning

- We are asking our board and community members to consider supplying our Grant Writer with any grants they know about and would like TDC to consider for the coming year. This will help to guide our future projects, grow our current projects and help Brad in his work for the community. You can submit your suggestions to him through his email: [HowardBrad576@gmail.com](mailto:HowardBrad576@gmail.com)

And for our residents that are not online, you can attend our Finance/Grant meeting held every other Monday at 6pm here at the TDC office. The next meeting is scheduled for Sept. 22nd.

❖ Welcome Center - Given by Terri Ratley

➤ Website Report:

- We have had no new subscribers this month, with a total of 539 subscribers to the TDC website who receive updates on new content

- 723 visitors to the website in which is a slight decrease just from July
- The most popular pages, not including the home page were, the weather page, the history of Timberon, and the Golf Course pages.
- Most traffic is generated by organic search, Facebook and the Real Estate websites. Although we are no longer connected to the real estate groups we are still receiving hits from that sector and may not be capable of separating from that.
- Due to the interest in our weather, and the loss of our weather camera at High Country the President will continue to work on fixing that camera. The Vice President did confirm that our camera at the TDC Office is working fine so we are getting some Timberon weather from this system.
- The Secretary would like to explore purchasing Starlink for internet reliability for the TDC office, suggesting that there may be a grant available to cover the cost. This discussion included the following:
  - The office would benefit from the Mini Starlink package that runs \$80 a month, and at this time the equipment is free. It would also be sufficient to provide wifi for the digital sign, which was agreed upon at our last Community meeting. It would also help provide better service for our vendors during events.
  - The estimated costs would include:
    - The Starlink start up fee of \$20
    - The monthly fee of \$80,

minus the cost of the first month (current deal)  
The Dell Telephone landline fee of \$40

- ❖ Together they look to be a little more costly than our current setup with Dell at \$110.16, but would provide far better service for our current needs. We can do further research on all available options for the TDC main telephone line and message service as there are several possible systems that could simplify our ability to connect with everyone and manage the office.
- The Vice President would like to add the determination of this topic to the next Special Board Meeting when a quorum of Board members can be present, ideally all Board members will be available. The President will compile the information regarding our various options and the financials that would be applied.

#### ❖ Merchandise

- The Vice President has placed an order with Mystic Mountain Farms for our new hats and decals, we will see how they sell and put in orders for those items that move well. I am compiling the digital versions of our designs so Lorie can create our new Tshirts and Hoodies and so that we can analyze our inventory needs for the best profit outcome. Until we have a clear idea of which designs we can use, we will not be able to order new tshirts. Terri will contact our design creators to request the needed image files for Mystic Mountain Farms to create these inventory items.
- The Secretary would like to inform the meeting that we have designed a system to address 501 c-3 compliance regulations that dictate how non profit organizations sell their inventory so that our profits from these sales are not considered taxable

income. This is a two part system that includes either a tag or a stamp that will be attached to all TDC merchandise. It will include a TDC image and includes information about our non profit mission, along with something about where our profits go to. This will provide continuity through a recognizable TDC image and it will satisfy the educational compliance requirement of providing our customers with information about our work and mission. Lorie suggests that we create a stamp that contains this data and that we can use this to apply the data to all types of inventory at a minimal additional cost, a stamp like that would be estimated at \$20. We can also consider incorporating this system onto specialized merchandise for our fundraisers where we can create items that include more information about our work, it will also help us to use our inventory for advertising drives.

➤ Inventory Sales: TDC/ Busy Bee, given by Lorie Guiles

- Jeffrey has handled in the receipts and sales for our inventory purchased at Busy Bee and the TDC office for August and the beginning of September, it stands at:
  - \$369 cash
  - \$48 in checks
- The merchandise being sold at Busy Bee is all of our old items. These items are selling extremely well there but we still have a small amount of product to go through and once those items have sold we will be moving new inventory to the store. It would be helpful for everyone who is helping to sell merchandise to please keep a record of items that are being requested from customers, this way we have a good idea of what they are asking to buy.

## ❖ Pool Committee Report - Given by Cathie Johnson

### ➤ Financials: \$1735.95 balance

- The pool is officially closed and all TDC documents have been turned in to our Events Coordinator, who has in turn delivered them to the Secretary. The Secretary will work on inputting this data into a digital format so it can be verified at the last Pool Committee meeting. The report will then be submitted to Lorie so she can include it in her end of report to the Board and then the Community. Cathie will work with the lifeguards and the Secretary to figure out a meeting date that everyone can attend.
- Pool Fundraiser Report:
  - Movie Night: There was a great response and everyone had fun. We had some sisters come who were able to cross off one of their bucket list items to watch Jaws in a pool. So that was really exciting. We also had an anonymous, large cash donation given.
  - Car Wash: Regardless of the rain during this event we still had about five vehicles turn out.
  - The Vice President would like to suggest that the Board create a letter to be presented to the TVFD thanking them for donating their property and their water for this event. It was very generous of them to do this for the Pool Committee.
  - The Pool Manager will be discussing a way to add a creative way to honor all of our anonymous donors during the coming meeting. An example would be last year's Christmas event, when those donor

contributions were present from Santa Clause. We have many anonymous donors and while we want to respect their wishes, we should consider ways to recognize all of their generosity. The Secretary suggests an annual plaque to be displayed in the office, that represents the contributions may by anonymous donors. Perhaps at our last event for the year we can present these plaques to both our public donors and have someone present and speak about our anonymous donor group. Terri suggested that we contact Larry Cochran for creating these plaques, he also supplies us with our engraved insulated cups that everyone loves. Once we have a price we can get it approved by the Board and it's inline with the TDC mission of supporting our local businesses.

- Lorie would like to suggest that TDC could make a donation of \$500 to Larry Cochran for all of the time and gas and the use of his light plants that he has graciously supplied for all of this year's events. He is a huge supporter of Game Night, the Friday Dance and within the community with Bingo. All Board members present are in agreement as are all Community members. We will request his present at a future Community meeting and present it to him. Lorie will create an appreciation letter for him.

➤ Next Steps:

1. Schedule Meeting: Our Events Director will contact Wendy with TWSD to see if she can be present at the meeting.

- a. Calendar for 2026
- b. Documents needed for TWSD MOU
- c. List of documents and procedures needed from TWSD
- d. Planning sessions to enable all Pool commitments and events have adequate time to prepare, advertise and enact.
- e. Discussion on new procedures and policies for the Pool Committee and Lifeguards.
- f. Suggestions for any contract changes
- g. Complete the Fundraiser Proposal document
- h. Complete the Pool Committee Annual Report

#### ❖ Community Garden Report - Given by Annamarie Waldon

- Fence Update: All the post are cemented and the fencing is here. We still need the remaining small material items discussed last month. Annamarie will post a request through Facebook for donations for these items, if we do not get a response within one week's time we will order them. We have sufficient funds available for these items, the remaining balance is \$492.97.
- Compost: The compost and manure sites are completed and being used.
- Work Days: Once we have all our materials we will schedule a work day to complete the build. We wont need very many volunteers for this portion.

- Derenda has offered to mow Deer Park for us. Thank you Derenda!
- As a reminder, the Garden Committee meeting is held every other Monday at 6pm, the next meeting is scheduled for Sept. 15th. However, please be advised that many Garden meetings are held on site after work days. The Garden Coordinator has posted the upcoming schedule on the whiteboard. You can also contact Annamarie Waldon through the TDC Events email: [tdcevents.info@gmail.com](mailto:tdcevents.info@gmail.com)

### ❖ New Business

- Community Garden Water Meter: given by Lita Byrd
  - There have been some rumors circulating around town that the Community Garden water meter was going to be turned off. Several residents came forward this past week concerned about this. So I would just like to state that this is not true and that our contract with TWSD has not changed in any way. I hope that this announcement can put the rumor mill to rest. Thank you for your time.
  - Neighborhood Watch will be installing a volleyball net at Mary Glover Park and we would like to donate some of the remaining concrete to put that up. Also, Annamarie and Randy have drill pipes they would like to donate as well. All present are in agreement on that donation. We would also like to extend an invitation to the Neighborhood Watch to help them get information out to the community with our resources at TDC, Terri if you could extend that offer to everyone at the next Neighborhood Watch meeting?

- Terri would like to invite everyone to come and participate at the Neighborhood Watch meetings to help grow and guide them. That is the best way to support their work and their mission.

## ❖ Event Committee Report - Given by Lorie Guiles and Annamarie Waldon

- Labor Day Report: We had a great event and although we had some issues with the weather, the feedback was really positive. We did have a few issues that we would like to address.
- Financials: Food Booth \$631  
Merchandise \$40
- Vendors: We had a total of 16 vendors show up, with 6 who did not due to the weather forecast. Unfortunately, two of the vendors that did not come were our main food vendors. At midday when the storm broke we also lost an additional 6 vendors. However, that ended up working out great for all our remaining vendors who stuck it out through the rain and they were very happy with the success they had at this event. Once the rain stopped and the band and High Country booth setup we had a large influx of attendees and everyone really made out. As a result we have had many vendors express their intentions to be regular vendors for all our events.
  - The main complaint we received was the inconsistency of the wifi service, this complicated the ability to take debit card phone charges. We need to move forward with the purchase of Starlink before our next event to resolve this issue. We will also address this with Busy Bee, our

sponsor for this event, to inquire on what can be done from that direction.

- The other situation that arose was that when we closed the security fence when the bar opened up, our attendee traffic flow slowed way down. So we will need to consider making some adjustments to our layout that will help prevent this at future events. We also need to consider how we arrange the sales of merchandise. Some aspects of our design may have contributed to slow traffic into the TDC office, so we are considering having a booth out with the rest of the vendors to handle our merchandise sales. We will discuss these topics further during the Events Committee meetings. Please contact Lorie Guiles at:

lorieguiles@gmail.com

For updates to these meetings, the next Events meeting is scheduled for Sept. 16th at 5pm in the TDC office.

Planning meetings will be held every Tuesday at noon in the Event Room.

#### ❖ Halloween

- We have decided to minimize our Halloween event to just doing a simple Trunk or Treat for the kids and we will include the bounce house and a game area. So, for this we just need to put out the word for candy donations. We simply do not have the human resources needed to pull off a haunted house this year. All of our volunteers are exhausted and many have stepped back due to this. We will add it to next year's calendar so that we have adequate time to plan and to recruit people.

- Christmas: The Events Committee has begun to plan for our Christmas Gala, everyone is really excited to find out what special celebration we will be creating for them. The proceeds from this event will go towards funding our big Community Christmas. We have some leftover items that were donated for last year's Kids Christmas that gives us a jumpstart for this year. Discussion of these topics was addressed at yesterday's meeting and now that Halloween has been decided these events will be the focus of our future meetings, so come out and help us make this a magical night.

#### ❖ Community Classes Report, given by Terri Ratley

- Upcoming Classes -
- Saturday Sept. 20th, classes will be held simultaneously at 9am at the Lodge
  - Tool and Knife Sharpening: Don
  - Bracelet Making: Trisha and Bailey Stanke
  - \*we are still waiting on final confirmation for this class
- Oct. 4th Flintknapping: Otis Price
  - \*this is a tentative date, there is a 10 person limit
  - Upon final confirmation, Terri will send out emails and post it to Facebook. She will also inform Ed that there is no reason to book the Lodge space as the TDC Event Room has the necessary space, tables, chairs etc. available for these classes.

#### ❖ New Business

- Lorie Guiles would like to take a moment to recognize the hard work of some of our volunteers.

- Jeffrey Merrick has been handling all of our merchandise sales and inventory records, this has allowed us to focus on running the organization and putting on our events. He has also been helping the community manage the trash dump and burn pile situation, by removing unauthorized items and taking them to the appropriate businesses in Alamogordo.
- The Waldon family, Annamarie, Randy and their kids have taken on the management of the garden, the vendors and maintaining the Busy Bee property so that we can hold our events.
- We would also like to recognize Robin, Brad and Cathey for working so diligently and showing us patience as we have experienced some growing pains this year.

Thank you, thank you, thank you! Your time and efforts are very appreciated and you all honor us with your actions.

Thank you to everyone on the Board, we really couldn't have accomplished any of this without the teamwork that you have all displayed.

- ❖ The President would also like us to recognize that the hard work we have all put into TDC and our Community Outreach Initiative is making a huge difference to the success of Timberon. Every business, organization and group that makes up our town has seen improvements from the hard work we have done this year. If we can focus on our mission to work together as a whole community, there isn't anything we can't

do. Not only are we getting an amazing response from people within the mountain, we are seeing people come from all over the country who are interested in coming to enjoy Timberon. We are dedicated to these tenants and will continue our focus on building the growth and prosperity of our Community. Together.

## ❖ Questions & Answers

- ❖ Robin asked Terri whether Neighborhood Watch has received the MOU for Mary Glover park.
  - Answer: We have received verbal permission to move ahead and both TDC and NW are still waiting for the paperwork from the attorney.
  - The President would like to propose that TDC discuss donating other materials for the volleyball court, such as sand, to Neighborhood Watch through our Scholarship Fund to help the Girls Volleyball team.
    - Terri suggests that TDC put together a proposal to be submitted to Neighborhood Watch for consideration at one of their meetings.

Adjourn 11:47am

- ❖ The Vice President motions to adjourn the September 13th Community Meeting
- ❖ All in favor, yea!
- ❖ The motion carries

