

**BOARD MEETING MINUTES**  
**SHHA Monthly BOD Meeting December 14, 2016 at 7 p.m.**

*Prepared by Amanda Allen*

1. CALL TO ORDER: The monthly SHHA Board Meeting was called to order by the President at 7:00 p.m. at the Sandia Heights Homeowners Association Office 2-B San Rafael NE, Albuquerque, NM. A quorum was declared.
2. ROLL CALL: (P- Present; A-Absent, E-Excused)

	P	A	E		P	A	E		P	A	E
President – Joe Pappe	X			Anne Manning	X			Emily Rudin	X		
Vice President – Bob Bower	X			Kyran “Kim” Mish	X			Marion Simon	X		
Secretary – George Connor	X			Cindy Mottle	X			Bob Thomas	X		
Treasurer – Woody Farber	X			Dave Mottle	X			Bill Wiley			X
Carnie Abajian	X			Michael Pierce			X	Dick Wavrik	X		
Don Aunapu	X			Hugh Prather	X						

Guests: None.

3. NOVEMBER MEETING MINUTES APPROVAL: Minutes were distributed via email on November 14, 2016. Motion to approve. Approved.
4. OFFICER REPORTS

a. President (Joe Pappe):

- (1) A motion was made to approve the Procedures of Conduct for the Annual and Town Hall Meeting and publish them in the GRIT and on the website.

MOTION: To approve the Annual and Town Hall Meeting Procedures for February 2017.

Approved 2016-12-14-1 GEN

- (2) Board Annual Meeting attendance and set up. Each Board Member is encouraged to attend.

a. Annual Meeting set up:

- 1-Projector and screen pick up and set up: Bob Bower
- 2-Sound system delivery and set up: Office
- 3-Lap top and Power Point presentation set up: Emily Rudin
- 4-Power Point presentation operator: Emily Rudin
- 6-Timer Keeper: Marion Simon
- 7-Microphone: Don Aunapu
- 8-Coffee: Bob Bower
- 9-Refreshments: Carnie Abajian
- 10-General set up: Betsy and Amanda

- (3) Bernalillo County has approved the amended plat plan for Hawks Landing. Another County meeting will be held in January.
- (4) The 563 Black Bear Loop law suit continues.
- (5) A discussion was held about SHHA installing and monitoring video cameras in Sandia Heights. It was determined that SHHA will not take any further action at this time to install video cameras in Sandia Heights. A motion was made to that effect.

MOTION: To take no action at this time to install video cameras in Sandia Heights.  
 Approved 2016-12-14-2 GEN

- (6) The Executive Committee (EC) provided the Board with a list of Officer Responsibilities and an estimated time required to fulfill those positions.

b. Vice-President (Bob Bower):

- (1) GRIT Article for December 2016: A Letter from Your Vice President-Bob Bower

c. Secretary (George Connor):

- (1) Minutes of the November Board Meeting were distributed via email on November 14, 2016.

d. Treasurer (Woody Farber):

- (1) November financial reports were emailed to the Board for review and acceptance. A motion was made to accept the financial reports as distributed.

MOTION: To accept the financial reports for November as distributed.  
 Approved 2016-12-14-3 FIN

5. COMMITTEE REPORTS

a. Architectural Control Committee (ACC) (Bob Bower):

- (1) Minutes of 19 October were emailed to the Board 14 December.
- (2) ACC Applications Approved for November 2016: 24
- (3) Committee Membership: Stable at 8 members.
- (4) Requests for EC or Board Action: None

b. Covenant Support Committee (CSC) (Dick Wavrik):

- (1) December 5th meeting minutes were emailed to the Board December 12, 2016.
- (2) 6 violations open.
- (3) A discussion was held about the past and present issues with 785-12 Tramway Place. A motion was made to ratify the EC's decision to file court action against 785-12 Tramway Place. The motion was approved 13:2.

MOTION: To ratify the EC decision to file court action against 785-12 Tramway Place.  
 Approved 2016-12-14-4 CSC

- (1) Status of 674 Blackhawk Drive: The homeowners have a deadline of December 31, 2016 to complete their landscaping project. If not completed, court action will continue.
- (2) December GRIT articles:

- a. Holiday Lighting and Parking
- b. CSC Needs Volunteers
- (3) Committee Membership: 9 members.
  
- c. Community Service & Membership (CS&M) (Executive Committee): No Meeting.
  
- d. Communications & Publications (C&P) (Cindy Mottle):
  - (1) C&P has two new Volunteers.
  - (2) The 2017 Directory has been sent to the printers for publication.
  - (3) December GRIT article:
    - a. Sandia Homeowners Backyard Ski Area
  
- e. Parks & Safety (P&S) (Dave Mottle):
  - (1) Results of November 29<sup>th</sup> P&S Meeting:
    - a. The committee is working with Sandia Heights Security and Bernalillo County to determine the feasibility of installing security signs in various locations in Sandia Heights.
    - b. The committee is looking into the traffic study of Big Horn Ridge Drive performed by the County.
  - (2) P&S will coordinate with CSC to schedule a meeting with Sandia Heights Security to discuss security tips and the Bernalillo County Lighting Ordinance.
  - (3) December GRIT articles:
    - a. Meet and Greet Success Continues with Captain Kingsbury of Bernalillo County Sheriff's Office.
    - b. Security Reminder
    - c. Snow Removal
  
- f. Nominating Committee (NC) (Bob Bower):
  - (1) Per the Bylaws, the Nominating Committee will present a slate of qualified candidates for positions to the Board at the December Board meeting. The Committee presents the following proposed slate of Officers for 2017:
    - President – Joe Pappé
    - Vice-President – Emily Rudin
    - Secretary – Bob Bower
    - Treasurer – Woody Farber

MOTION: To elect the proposed slate of officers by acclamation.  
 President: Joe Pappé, Vice President: Emily Rudin, Treasurer: Elwood “Woody” Farber,  
 Secretary: Bob Bower.  
 Approved 2016-12-14-5 NC

- (2) A motion was made to extend terms for Joe Pappé and Bob Bower.

MOTION: To extend the term of President, Joe Pappé per the Bylaws section 4.1 until the Annual Meeting of February 2018.  
 Approved 2016-12-14-6 NC

MOTION: To extend the term of Bob Bower as Secretary per the Bylaws section 4.1 until the Annual Meeting of February 2018.

Approved

2016-12-14-7 NC

6. UNFINISHED BUSINESS, Action Items from last Board Meeting:
  - a. **BOD:** Inform the Nominating Committee of potential members and committee volunteers. **ONGOING**
7. NEW BUSINESS: ACTION ITEMS RESULTING THIS MEETING:
8. ANNOUNCEMENTS:
9. NEXT MEETING: January 11, 2017.
10. ADJOURNMENT: 8:24 pm

\_\_\_\_\_  
Joe Pappe, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
George Connor, Secretary

\_\_\_\_\_  
Date

*Signatures on file in the SHHA office*

## Sandia Heights Homeowners Association Budget vs. Actual

January through November 2016

	<u>Jan - Nov 16</u>	<u>Budget</u>	<u>\$ Over Bud...</u>
<b>Ordinary Income/Expense</b>			
<b>Income</b>			
Copies Sold	9.30		
Safety Vests Sold	58.00		
Directories Sold	40.00		
Tram Pass Tickets Sold	10,805.00	9,680.00	1,125.00
Membership Dues SHS	151,248.78	163,220.00	-11,971.22
Membership Dues Dir...	96.00	96.00	0.00
ACC Income	225.00		
GRIT Advertising	15,548.74	16,250.00	-701.26
Directory Advertising	6,891.08		
CD Interest	262.38	242.00	20.38
<b>Total Income</b>	<u>185,184.28</u>	<u>189,488.00</u>	<u>-4,303.72</u>
<b>Gross Profit</b>	185,184.28	189,488.00	-4,303.72
<b>Expense</b>			
ACC	890.57	1,934.00	-1,043.43
C S & Membership	17,226.86		
Comm & Publications	13,113.80	14,900.00	-1,786.20
CSC	10,089.71	11,687.00	-1,597.29
Parks & Safety	375.27	363.00	12.27
Executive Committee	2,370.73	14,875.00	-12,504.27
Operating Expense	98,265.74	105,725.00	-7,459.26
Insurance Expense	9,502.00	7,315.00	2,187.00
SHHA Expense	22,224.37	20,373.00	1,851.37
<b>Total Expense</b>	<u>174,059.05</u>	<u>177,172.00</u>	<u>-3,112.95</u>
<b>Net Ordinary Income</b>	11,125.23	12,316.00	-1,190.77
<b>Other Income/Expense</b>			
<b>Other Expense</b>			
Income Tax	-5,863.80	-3,140.00	-2,723.80
<b>Total Other Expense</b>	<u>-5,863.80</u>	<u>-3,140.00</u>	<u>-2,723.80</u>
<b>Net Other Income</b>	<u>5,863.80</u>	<u>3,140.00</u>	<u>2,723.80</u>
<b>Net Income</b>	<u><u>16,989.03</u></u>	<u><u>15,456.00</u></u>	<u><u>1,533.03</u></u>