

BOARD MEETING MINUTES
SHHA Monthly BOD Meeting March 8, 2017 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 Pappé	X			Don Aunapu	X			Marion Simon			X
Vice President – Emily Rudin	X			Kyran “Kim” Mish	X			Bob Thomas	X		
Secretary – Bob Bower	X			Cindy Mottle	X			Dick Wavrik	X		
Treasurer – Woody Farber	X			Dave Mottle	X			Bill Wiley	X		
Carnie Abajian	X			Hugh Prather	X						

Guests: None.

3. **JANUARY MEETING MINUTES APPROVAL:** Minutes were distributed via email on January 17, 2017. Motion to approve. Approved.
4. **ANNUAL & TOWN HALL MEETING MINUTES APPROVAL:** Minutes were distributed via email February 8, 2017. Motion to approve. Approved.
5. **OFFICER REPORTS**

a. **President (Joe Pappé):**

(1) **Annual / Town Hall Meeting Action Items:**

- a. Dennis Pabich: question about security issues with the SHHA Directory.
- b. Sherry Pabich: question about trespassing on private property.
- c. Mary Tabor: questions about the Hawks Landing Project.
- d. Questions from Tony Strati and Mary Adkins about making homeowners aware of the procedures to amend unit covenants. A guideline for homeowners to amend their unit covenants has been posted on the SHHA website and will continue to be published in the GRIT.

A motion was made to approve the Board responses to the questions from the Annual and Town Hall Meetings. Responses have been compiled and individual letters have been written and will be mailed. The Annual Meeting and Town Hall questions/comments and answers will also be posted to the SHHA website.

<p>MOTION: To approve the responses from Annual and Town Hall Meeting questions. Approved</p> <p style="text-align: right;">2017-3-8-1 GEN</p>

- (2) Emily Rudin will compile a checklist based on the results of the 2017 Annual Meeting survey performed by the Board to help improve future Annual Meetings. The Board will discuss the checklist and possible ways to improve the Annual Meeting during a future meeting.
- (3) Appreciation for former Board members. Thank you cards were signed and will be mailed to former Board members George Connor, Mike Pierce and Anne Manning.
- (4) Kim Mish was welcomed to the Executive Committee and congratulated on being the new chair of the Architectural Control Committee (ACC).

b. Vice-President (Emily Rudin): No report.

c. Secretary (Bob Bower):

- (1) Minutes of January Board meeting were distributed via email January 17, 2017.
- (2) Annual and Town Hall Meeting minutes were distributed via email February 8, 2017.
- (3) March GRIT article: Annual Report.

d. Treasurer (Woody Farber):

- (1) January, February and the revised December 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 as distributed.

Approved

2017-3-8-2 FIN

- (2) After the accountants' year-end review of QuickBooks, the 2016 year-end financials reflect a net income of -\$4,670.99. The two major changes were to increase the Executive Committee legal expenses by \$6,500 to properly reflect the move of that amount from Legal Reserves, and to reduce the Covenant Support Committee legal costs by \$3,000 to reflect the payment to legal counsel as a 2017 prepaid expense. The 2016 taxes were filed with a net income of -\$4,670.99.

- (3) March GRIT article: Annual Report

6. COMMITTEE REPORTS

a. Architectural Control Committee (ACC) (Kim Mish):

- (1) Minutes of the January 18 meeting were emailed to the Board February 1.
- (2) Minutes of the February 1 meeting were emailed to the Board March 1.
- (3) ACC Application Approvals for January 2017: 29; February 2017: 16.
- (4) March GRIT article: Annual Report.
- (5) Committee Membership: Stable at 8 members.
- (6) Requests for EC or Board Action: A motion was made to approve the ACC Charter revisions.

MOTION: To approve the revised Architectural Control Committee Charter.

Approved

2017-3-8-3-ACC

- b. Covenant Support Committee (CSC) (Dick Wavrik):
 - (1) Minutes of the February 7 meeting were emailed to the Board February 10.
 - (2) Minutes of the March 7 meeting were emailed to the Board March 8.
 - (3) 3 violations open.
 - (4) SHHA will need to obtain another attorney capable of moving forward with the lawsuit on 563 Black Bear Road. The Board will consider a request for proposals (RFP) process at the April Board meeting. Board members were encouraged to send any attorney recommendations and/or ideas for a RFP to Amanda. The EC will research current contract Scope of Work.
 - (5) February GRIT articles:
 - a. Covenants and Emerging Technologies
 - b. CSC Needs Volunteers
 March GRIT articles:
 - a. Annual Report.
 - b. Procedures for Property Owners to Amend Their Unit Covenants
 - (6) Committee Membership: 7 members.
- c. Community Service & Membership (CS&M) (Executive Committee): No Report.
- d. Communications & Publications (C&P) (Cindy Mottle):
 - (1) The C&P welcomes Bill Wiley to the C&P.
 - (2) The C&P will discuss the feasibility of a member survey at their April meeting.
 - (3) February GRIT articles:
 - a. History of Conversation Hearts
 - b. Movie Reviews by “The SHHA Couch Potato”
 - c. Living with Bobcats in Sandia Heights
 - d. The Arroyos-by SHHA member
 March GRIT articles:
 - a. Annual Report
 - b. Movie Reviews by “The SHHA Couch Potato”
- e. Parks & Safety (P&S) (Dave Mottle):
 - (1) The P&S requests the following:
 - a. A discussion was held and a motion was made for the Board to approve purchasing seven to nine security signs to be installed in Sandia Heights at locations to be approved by Bernalillo County. The P&S will work with Sandia Heights Security to determine the potential locations of the signs to be submitted to Bernalillo County Traffic Department for approval.

MOTION: To approve SHHA purchasing seven to nine security signs to be installed at Sandia Heights in locations to be approved by Bernalillo County.

Approved

2017-3-8-4 P&S

- b. A motion was made for the Board to approve the P&S committee to obtain bids, not to exceed \$1,000.00, to manufacture security signs with the following wording, “AREA PATROLLED BY SECURITY” to be printed on those signs. The P&S will then choose the bid that best meets SHHA’s needs.

MOTION: To approve the Parks & Safety Committee to proceed with obtaining bids, not to exceed \$1,000.00, to manufacture security signs with the wording "AREA PATROLLED BY SECURITY".

Approved

2017-3-8-5 P&S

- (2) Meet and Greet with Bernalillo County Sheriff's Office is scheduled for Thursday, May 4, 2017, time to be determined.
 - (3) February GRIT article: Mail Theft.
March GRIT article: Annual Report.
- f. Nominating Committee (NC) (Emily Rudin): No report.
7. UNFINISHED BUSINESS, Action Items from last Board Meeting:
- a. **BOD:** Inform the Nominating Committee of potential Board members. **ONGOING**
8. NEW BUSINESS: ACTION ITEMS RESULTING FROM THIS MEETING:
- a. **OFFICE:** The Annual and Town Hall Meeting minutes will be posted to the SHHA website. Written responses will be mailed to all who submitted questions or comment forms at the Annual or Town Hall Meetings.
 - b. **OFFICE:** Publish the new ACC charter.
 - c. **P&S:** Obtain bids for seven to nine security signs and select bid that best meets SHHA's needs.
 - d. **P&S:** Submit locations of security signs to Bernalillo County Traffic Department for approval.
 - e. **BOD:** Send attorney recommendations and/or suggestions for a RFP to Amanda.
9. ANNOUNCEMENTS:
10. NEXT MEETING: April 12, 2017.
11. ADJOURNMENT: 8:14 pm

Joe Pappe, President

Date

Bob Bower, Secretary

Date

Signatures on file in the SHHA office