

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting August 12, 2020 at 7:00 PM**

*Prepared by Betsy Rodriguez*

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the President at 7:04 PM via zoom video meeting. A quorum was present.
2. **ROLL CALL:** (P- Present; A-Absent, E-Excused)

	P	A	E		P	A	E		P	A	E
President – Elwood “Woody” Farber	X			Joe Boyce	X			Fenton McCarthy		X	
Vice President – Susan McCasland	X			George Chen	X			Matt Pedigo	X		
Secretary – Travis Rich	X			David Crossley	X			Mike Pierce	X		
Treasurer – Cheryl Iverson	X			Elizabeth Edgren	X			Bob Thomas	X		
Dale Arendt			X	Roger Hagenruber	X			Randy Tripp	X		
Stephen Baca	X			Robert Hare	X						
Bob Bower	X			Martin Kirk	X						

Guest(s): None

3. There were no Board or Committee meetings for the month of April, May, June, and July due to COVID-19.
4. **MARCH MEETING MINUTES APPROVAL:** The March 11, 2020 Board Meeting Minutes were emailed to the Board on March 17, 2020. A motion was made and seconded to approve the minutes.

Motion: To approve the March 11, 2020 Board Meeting Minutes. Approved - Unanimous
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2020-8-12-1 GEN

5. **OFFICER REPORTS:**

a. **President (Woody Farber):**

- (1) **New Attorney – Shona Zimmerman:** Two firms were interviewed on-line. The interviews were held July 10 and July 13. We are pleased to have Shona Zimmerman as the SHHA attorney.
- (2) **Craig Newbill** has resigned from Board effective July 28, 2020, which brings Board members down to 19.

- (3) Employee Health Insurance Reimbursement: The health insurance reimbursement recommendation was discussed. A motion was made to increase the maximum employee reimbursement to \$400/month.

Motion: To increase the maximum employee insurance reimbursement to \$400/month effective August 12, 2020.

Approved - Unanimous

2020-8-12-2 GEN

- (4) Annual Financial Review: The Finance Committee is charged with performing a review at least annually of the seven major financial procedures, which focus on revenue and expenses. The seven reports submitted indicate staff is conforming to the SHHA Financial Procedures. The Annual Financial Review Report from the Finance Committee has been accepted.
  - (5) Discuss SHHA member email provided under separate cover. Discussion was held, and a response will be sent to the SHHA member. It was suggested that information regarding Board and Committee meetings not held because of special circumstances be included in the SHHA Policies and Guidelines for Board and Committee Members.
- b. Vice President (Susan McCasland):
- (1) SHHA Attorney Candidates: During the absence of the President, set up and conduction of on-line interviews by the EC of candidates for the position of the SHHA attorney. Interviews were held on 10 and 13 July. Following the 13 July interview, moderated a discussion by the EC of candidates' relative merits and provided a recommendation to the President.
- c. Secretary (Travis Rich):
- (1) The March Board Meeting minutes were distributed via email on March 17, 2020.
  - (2) The April GRIT was approved on March 19, 2020.
  - (3) The May GRIT was approved on April 16, 2020.
  - (4) The June GRIT was approved on May 14, 2020.
  - (5) The July GRIT was approved on June 15, 2020.
  - (6) The August GRIT was approved on July 14, 2020.
- d. Treasurer (Cheryl Iverson):
- (1) The March, April, May, June, and July financial reports were emailed to the Board for review. Discussion was held and a motion was made to accept the March, April, May, June, and July financial reports as distributed.

Motion: To accept the March, April, May, June, and July financial reports as distributed.  
Accepted - Unanimous

2020-8-12-3 FC

- (2) 2021 Budget: The Committee is in the process of compiling information for the 2021 Budget.

6. COMMITTEE REPORTS:

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

- (1) No ACC meetings since March 4, 2020
- (2) ACC application approvals:
  - a. March: 24
  - b. April: 22
  - c. May: 26
  - d. June: 41
  - e. July: 29
- (3) GRIT Articles:
  - a. April: A Review of the ACC's Neighborhood Review Process
  - b. May: PNM Substation, by Robert Hare, ACC Member
  - c. June: Responding to Home Emergencies
  - d. July: Fire Season Is Upon Us - A 2020 Perspective
  - e. August: COVID-19's Impact on the Architectural Control Committee
- (4) Committee Membership: 6 members, Craig Newbill resigned from the Committee effective July 21.
- (5) Requests for EC/Board Action: None

b. Covenant Support Committee (CSC) (Bob Thomas):

- (1) There are 13 violations open since the last meeting in March.
- (2) We have received 21 complaints and closed 13 since the last meeting in March.
- (3) GRIT Articles:
  - a. April: Invasive Trees in Sandia Heights, Outdoor Lighting Joint SHHA/SHS Statement
  - b. May: No GRIT article
  - c. June: Covenants 101
  - d. July: Parking in Sandia Heights & Construction Courtesy, A joint effort of ACC, CSC, and P&S
  - e. July: Requested P&S write a hiking article for July.
  - f. August: Requested a reprint of Kate Fry's snake article for the August GRIT. The CSC participates every month either as a single author, a joint author, or a request for a GRIT article.
- (4) RV violation: The CSC will continue to monitor the legal action.
- (5) Committee Membership: 7 members
- (6) Request for EC/Board Action: None

c. Community Service & Membership (CS&M) (Stephen Baca):

- (1) The Committee has not met since its last meeting on March 2.
- (2) GRIT articles: No GRIT articles submitted.
- (3) Committee Membership: 5
- (4) Requests for EC/Board Action: None

d. Communications & Publications (C&P) (Susan McCasland):

- (1) Susan provided the sound system for the Annual Meeting in February.

- (2) The layout for the September GRIT is in progress. Since the last Board meeting, GRITs have been produced and distributed for February, March, April, May, June, July, and August.
  - (3) There is no C&P Committee meeting scheduled at the present time. Members of the committee have not felt a need to meet either in-person (discouraged) or via video teleconference. Should a need arise, we will meet once that need is identified.
  - (4) Susan has been a proponent of meeting via Zoom or other on-line VTC appl and has initiated remote EC and BOD meetings for August, and the attorney interviews in July.
  - (5) GRIT articles written by the committee since the Annual Meeting:
    - a. February: Presidents' Day, Sandia Heights—Its Concepts and Development (archival article)
    - b. March: report from the Annual Meeting
    - c. April: Coronavirus/COVID-19, Welcome Jennifer, Tram Departure—July 1972
    - d. May: The SHHA Office Has Moved...Again, Coronavirus News, Sandia Crest photo, A Little Humor to Brighten Your Day, Letters to the Editor—Policies, license plate Zia photo
    - e. June: Coronavirus Update, Hummingbirds
    - f. July: Coronavirus Update, Writers Wanted, The Many Moods of Our Mountain, Plant of the Season (archival article)
    - g. August: Leave Fireworks to the Pros, Writers Wanted. Writers Found, News from Sandia Peak Tram and TEN 3
  - (6) Committee Membership: 5 members
  - (7) Request for EC/Board Action: request that all EC and Board meetings be held remotely until such time as the state public health order eases restrictions on mass gatherings. This request was discussed and a commitment was made by the President to hold virtual EC and Board meetings monthly until restrictions eased.
- e. Parks & Safety (P&S) (Travis Rich):
- (1) The last face-to-face meeting of P&S was in February 2020. However, business has continued being addressed by individuals within the Committee.
  - (2) The Crime Risk Management Seminar scheduled for Saturday, March 14, 2020 was cancelled due to COVID-19.
  - (3) The Tramway trash cleanup detail scheduled for March 21 was cancelled as a committee activity due to the COVID-19 contact restrictions. However, the responsibility was fulfilled by individual participation and completed April 27.
  - (4) The next Tramway trash pickup detail effort is scheduled for September 26, 2020 at 9:00 am. Anyone interested in helping should meet in the parking lot in front of the SHHA office.
  - (5) The current P&S Committee Chairman will be retiring from the Board at the conclusion of the 2021 SHHA Annual Meeting. Therefore, we should become proactive in the selection of a new chairperson.
  - (6) GRIT articles:
    - a. April: Dog Poop Trivia; Dogs Should Be Leashed – Here's Why, Watch Out for Deer
    - b. May: No GRIT article
    - c. June: 11 Rules for Staying Safe While Walking
    - d. July: Common Sense & Do-It-Yourself: Reduce Opportunity for Home Thefts & Vandalism, Parking in Sandia Heights & Construction Courtesy, A joint effort of ACC, CSC, and P&S, Living with and Hiking in Arroyos of Sandia Heights
    - e. August: No GRIT article

(7) Projects under study:

- a. Worked with a resident on Tramway Lane and Bernalillo County (BC) Public Works, Traffic Engineering to erect a “no parking anytime” in area of unintentional invite created by Hawks Landing Development. The sign has been erected at no cost to the homeowner or SHHA. Mr. Baldonado, BC Public Works, Traffic Engineering Dept. was thanked for his assistance in resolving this matter.
- b. Reacting to a resident’s suggestion of installing a solar driven charging station adjacent W. L. Jackson Park to accommodate solar powered automobiles within the community. The Board members were asked for their input. Discussion was held. The consensus was that this was beyond the scope of our charter, there would be insurance issues, costs could be extremely high.
- c. The Committee is resisting a proposal by Bernalillo County Parks & Recreation (BC P&R) to remove 2 of 4 cottonwood trees from Little Cloud Park based on their root system is presenting a risk. It was confirmed that BC P&R is considering removing 2 of the 4 trees. The Board members were asked for their input. Discussion was held. The consensus was that the trees should not be cut down. A letter will be drafted by P&S Chair and signed by both P&S Chair and Woody. It will be sent to BC P&S Department. It was suggested that a GRIT article be included in the September GRIT regarding the proposed tree removal.
- d. SHHA stance on resident placing their own “no trespassing” signs on private property. Bob Bower gave some history on an instance where these types of signs were placed on private property. A homeowner should submit an ACC application for the sign(s) and receive approval, there should be no issue.
- e. Security camera proposal review (as provided by Joe Boyce). Summary information from Joe’s research was shared with Board, and discussion was held. Travis Rich and Joe Boyce were tasked to head a subgroup to gather information/data. This information/data will be brought to the Board in the next few months for further discussion.

(8) Committee Membership: 9 members, Bill Wiley resigned from the Committee effective June 2.

(9) Requests for EC/Board Action: None

f. Nominating Committee (NC) (Susan McCasland):

- (1) David Crossley was nominated to continue and finish Marion Simon’s term on the Board. That term ended 6 August 2020. David has agreed to serve a second three-year term with the Board’s concurrence term.

Motion: To elect David Crossley to a second term as a Director on the SHHA Board of Directors per the Bylaws section 6.6, until 12 August 2023.

Approved - Unanimous

2020-8-12-4 NC

- (2) Officer/Chair Positions: All Board members were encouraged to think about the officer positions as well as the committee chair position. Anyone interested in an officer position should contact Susan McCasland. You may contact Travis if you are interested in the P&S chair position.

7. UNFINISHED BUSINESS: Action Items from last Board Meeting:
  - a. ACC: Contact PNM to see if there is anything that is on the horizon to quicken the effort of a new substation. – Question/Comment submitted by Dick Brackett. Contact was made with Mr. Brackett, and an article was published in the May GRIT. **CLOSED**
  - b. Communications & Publications: Post the December GRIT Article “The 2020 Census Is Coming” to the home page of the website. – Question submitted by Brian Bentz. The December GRIT article was posted on website and there was an article, Census Reminder, in the April GRIT. **CLOSED**
  - c. Parks & Safety: Contact Sandia Heights Services regarding the status of the water-main repair on the very east end of Tramway Lane. – Question submitted by Carnie Abajian. Contact was made with Sandia Heights Services and Ms. Abajian. This project along with the road repair was completed. **CLOSED**
  - d. Parks & Safety: After water-main is completed, contact Bernalillo County for the repair of the street. – Question submitted by Carnie Abajian. Contact was made with Sandia Heights Services and Ms. Abajian. This project along with the road repair was completed. **CLOSED**
  - e. Parks & Safety: Contact Bernalillo County regarding why the streetlights at the intersection of Paseo Del Norte and Tramway Blvd. are never on. – Question submitted by Maureen Baca. Contact has been made and the problem has been resolved. **CLOSED**
  - f. Parks & Safety: Look into the possibility of cleanup on Tennyson. – Question submitted by Marsha Thole. The issue of picking up trash along Tennyson is a local resident responsibility. That information has related to Marsha Thole. **CLOSED**
  - g. Woody: to get legal opinion regarding what level of partnership creates SHHA potential liability. (from March Board Meeting, Community Service and Membership, 8. C. #5) **OPEN**
  
8. NEW BUSINESS: None
  
9. ACTION ITEMS RESULTING FROM THIS MEETING:
  - a. P&S Chair: will draft a letter to BC P&S; signed by both P&S Chair and Woody.
  - b. P&S Chair and Joe Boyce are tasked to head a subgroup to gather information/data regarding security cameras and bring the information to the Board.
  
10. ANNOUNCEMENTS:
  - a. P&S Committee has provided the office with a laminated Hikers and Climbers Guide to the Sandias. We have also made copies available for residents.
  
11. NEXT MEETING: The next Board meeting is scheduled for September 9, 2020.
  
12. ADJOURNMENT: 8:57 pm

\_\_\_\_\_  
Woody Farber, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Travis Rich, Secretary

\_\_\_\_\_  
Date

*Signatures on file in the SHHA Office*