

BOARD MEETING MINUTES
SHHA Monthly Board Meeting March 13, 2019 at 7 p.m.
Prepared by Betsy Rodriguez

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 – Woody Farber	X			Stephen Baca	X			Susan McCasland	X		
Vice President – Emily Rudin	X			Bob Bower	X			Craig Newbill	X		
Secretary – Walter Forman	X			George Chen	X			Travis Rich	X		
Treasurer – Cheryl Iverson	X			David Crossley			X	Bob Thomas			X
				Martin Kirk	X						

Guest(s): None

3. **JANUARY MEETING MINUTES APPROVAL:** The January Board Meeting minutes were distributed via email on January 14, 2019. A motion was made to approve the minutes. Approved – Unanimous.
4. **2019 ANNUAL MEETING MINUTES APPROVAL:** The 2019 Annual Meeting minutes were distributed via email February 19, 2019. A motion was made to approve the minutes. Approved – Unanimous.
5. **Personnel Matter:** A motion was made to move into Executive Session.

Motion: To move into Executive Session.

Approved - Unanimous 2019-3-13-1 GEN

Executive Session started at 7:07 pm
Executive Session ended at 7:28 pm

6. **2019 ANNUAL MEETING ACTION ITEMS:**
 - a. A request by Marlene Flor was made that for those questions that can't/won't be answered during the Annual Meeting, please put the answers on the Sandia Heights website and/or GRIT. The information is being posted on the SHHA website and in the GRIT.

- b. Written question by Dick Wavrik: Are we spending SHHA money to clear private property? The SHHA President will respond to this question. The response will also be posted on the SHHA website and in the GRIT.
- c. Written question by Dick Wavrik: Was one of the benefiting homeowners on the Board? The SHHA President will respond to this question. The response will also be posted on the SHHA website and in the GRIT.
- d. Written question by Dick Wavrik: Since only branches/grasses eaten they will come back. What is the criteria for success? The SHHA President will respond to this question. The response will also be posted on the SHHA website and in the GRIT.
- e. Verbal question by Summer Ferreira: Is there access to trails from arroyos in Sandia Heights? A response letter was sent Ms. Ferreira. It is also posted on the SHHA website and in the April GRIT.
- f. Facilitator's report and review of breakout groups items: The Board discussed the report and reviewed the recommendations. The recommendations were assigned to individual committees. The office will email a copy of the report with the committee assignments listed next to the recommendations. Each committee will review their assignments The Board was asked to think about this years Annual Meeting and what we can do to improve next years Annual Meeting.

7. OFFICER REPORTS:

- a. President (Woody Farber):
 - (1) Community Service and Membership Chair: The Board members on this committee are charged with scheduling a meeting and electing a new chair.
 - (2) GRIT article for the March issue: Annual Report from the President, Woody Farber
- b. Vice President (Emily Rudin):
 - (1) March GRIT Article: Annual Report from then-Vice President, Hugh Prather
- c. Secretary (Walter Forman):
 - (1) The January Board Meeting minutes were distributed via email on January 14, 2019.
 - (2) The Annual Meeting minutes were distributed via email on February 19, 2019.
 - (3) March GRIT Article: Annual Report from the Secretary, Walter Forman
- d. Treasurer (Cheryl Iverson):
 - (1) The January and February financial reports were emailed to the Board on March 11, 2019 for review. A motion was made to accept the financial reports as distributed.

<p>Motion: To accept the January and February financial reports as distributed.</p>

<p>Accepted - Unanimous</p>

<p>2019-3-13-2 FC</p>

- (2) A Finance Committee meeting was held on Friday, March 1, 2019 at 9 am.
- (3) The Financial Annual Review is in progress. Committee members have chosen areas to review. Reviews are due by the end of April.
- (4) Senate Bill 150 was passed by the NM Legislature and signed by the Governor. New wording has been added which now means that SHHA must complete an audit, review, or compilation by a CPA. In speaking with our CPA, he agrees that a compilation would suffice for SHHA. We will be working with our CPA to move forward to provide a compilation for SHHA in early 2020.
- (5) The minutes of the March 1 meeting were emailed to the Board on March 6, 2019.

(6) March GRIT Article: Annual Report from the Treasurer, Cheryl Iverson

8. COMMITTEE REPORTS:

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

- (1) No ACC meetings were held January 2 and January 16.
- (2) The minutes of the February 6, February 20 and March 6 meetings were emailed to the Board.
- (3) ACC application approvals for January: 18 and February: 16
- (4) GRIT article for the February issue: The Architectural Control Committee's (ACC) Neighborhood Review Process By Bob Bower, ACC Chairman
- (5) GRIT article for the March issue: Annual Report - Architectural Control Committee - Bob Bower, Chairman
- (6) Committee Membership: 8 members
- (7) Requests for EC/Board Action: Notified the EC of January 28, 2019 Notice of Impending Lawsuit re: 31 Sandia Heights Drive. No additional correspondence to date. The project was approved on December 6, 2018.

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

- (1) The minutes of the February 5 meeting were emailed to the Board on February 19, 2019.
- (2) The minutes of the March 6 meeting will be emailed to the Board March 11, 2019.
- (3) There are 9 violations open.
- (4) GRIT article for the February issue: Did You Know That Bernalillo County Has a Noise Ordinance? By the Covenant Support Committee
- (5) GRIT article for the March issue: Annual Report from the Covenant Support - Committee, Bob Thomas, Chairman
- (6) Committee Membership: 7 members. Stephen Baca joined the CSC in February.
- (7) Requests for EC/Board Action: None

c. Community Service & Membership (CS&M) (Chair - TBD):

- (1) The minutes for the January 7 meeting were emailed to the Board on February 12, 2019.
- (2) GRIT article for the February Issue: No article submitted.
- (3) GRIT article for the March Issue: Annual Report from the Community Service and Membership Committee - Hugh Prather, Chair
- (4) Committee Membership: 8 members. Summer Ferreira has joined the committee.
- (5) Requests for EC/Board Action: None

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

- (1) The layout for the April GRIT is in draft.
- (2) The minutes for the February 20 meeting were email to the Board on February 22, 2019.
- (3) The next committee meeting is scheduled for April 17 at 7 pm.
- (4) GRIT articles for the February issue:
 - a. Email Addresses in the Directory...Maybe, By Susan McCasland, C&PC Chair
 - b. Social Media Survey Results, By Susan McCasland, C&PC Chair
 - c. 33 Years Ago (from the January 1986 GRIT) Homeowner Survey Results
- (5) GRIT article for the March issue: Annual Report from the Communications & Publication Committee – Susan McCasland, Chair

- (6) Committee Membership: 6 members, Tina Andrews resigned from the committee in February. Judy Durzo has joined the committee.
- (7) Requested that office staff remove specified outdated or unclear/contradictory information from the website. Office staff has done that.
- (8) Susan has created a biography handout of current Board members, to be used as an internal document for new Board members. This handout is a work in progress.

e. Parks & Safety (P&S) (Travis Rich):

- (1) The minutes for the March 4 special meeting were emailed to the Board on March 8, 2019.
- (2) The minutes for the March 5 meeting were emailed to the Board on March 8, 2019.
- (3) GRIT article for the February issue: Security Tips, By the Parks & Safety Committee
- (4) GRIT article for the March issue: Annual Report from the Parks & Safety Committee – Travis Rich, Chairman
- (5) Committee Membership: 6 members
- (6) Requests for EC/Board Action: None

f. Nominating Committee (NC) (Emily Rudin):

- (1) Prospective Board candidate Michael Pierce has submitted a Statement of Interest and has been interviewed by the Nominating Committee.

A ballot vote was conducted. The ballots were handed out to each Board member present, then collected and counted by the Secretary and the Nominating Committee Chair. The resulting vote was unanimous to accept Michael Pierce for membership on the Board effective March 13, 2019.

9. UNFINISHED BUSINESS: Action Items from last Board Meeting:

- a. **BOD:** inform the Nominating Committee of potential Board members. **ONGOING**
- b. **P&S:** the Board voted to authorize \$1,500.00 to do a trial basis of goat grazing in arroyos to clear potential flammable vegetation with homeowners' approval. The goat grazing trial has been completed. A final project report and answers to questions have been requested from Judy Durzo. **ONGOING**
- c. **Jessica:** emailed the Board a link to the Plus/Delta survey regarding the November Board meeting. This portion is closed. Surveys will be sent to the Board members for the next five months. Board members are requested to submit their completed surveys through April 2019. After a discussion was held, a survey will be conducted for the January Board meeting and surveys will not be conducted for the months of February and March. A survey will be conducted again for the April 2019 meeting. **ONGOING**
- d. A motion submitted by Judy Durzo as part of the December Board Meeting Packet to form the Wildfire Preparedness and Planning Committee (WPPC) as standing committee was not brought forth by the President for Board action but was deferred to the Parks & Safety Committee for consideration (see item e). Judy Durzo objected to this action. **CLOSED**
- e. Parks & Safety: The P&S Committee held a special meeting on March 4, 2019 to discuss the possible formation of the WPPC as a separate standing committee. All Board members were asked to attend. The results of the meeting were forwarded to the EC prior to any Board action. The Board was asked if there were any questions regarding the minutes. The motion was made at a prior Board meeting that the Board reactivate the Wildfire Preparedness Planning Committee and make it a separate committee, a standing committee, was brought back to the Board for discussion and action. **CLOSED**

Motion: To form the Wildfire Preparedness Planning Committee as a standing committee.

Failed – 2/9

2019-3-13-3 P&S

10. NEW BUSINESS: None

11. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **President:** respond to Annual Meeting Action Items a-d
- b. **Board:** asked to think about this year's Annual Meeting and what we can do to improve next year's Annual Meeting.
- c. **CS&M:** Board members on this committee are charged with scheduling a meeting and electing a chair.
- d. **Office:** email a copy of the Facilitators Report with the committee assignments listed next to the recommendations to Committee Chairs.

12. ANNOUNCEMENTS:

- a. Judy Durzo has resigned from the Board of Directors effective March 12, 2019.
- b. The Second Annual Fire Wise Program will be held March 19-21, 2019 at the Church of the Good Shepherd. Session times will be from 4:00 pm – 5:30 pm.
- c. Parks & Safety Committee has a trash cleanup scheduled for March 23, 2019. It will begin at 9 am. Cleanup will be along the Tramway Blvd. east and west rights-of-way and the median between Simms Road and Paseo del Norte.
- d. Our attorney will be retiring in May 2019. She and her replacement are scheduled to attend our April Board Meeting.

13. NEXT MEETING: The next Board Meeting is scheduled for April 10, 2019.

14. ADJOURNMENT: 8:40 pm

Woody Farber, President

Date

Walter Forman, Secretary

Date

Signatures on file in the SHHA Office