

BOARD MEETING MINUTES
SHHA Monthly Board Meeting June 12, 2019 at 7 p.m.

Prepared by Jess Seeley

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			Mike Pierce			X
Treasurer – Cheryl Iverson	X			David Crossley	X			Travis Rich	X		
				Martin Kirk	X			Bob Thomas	X		

Guest(s): Shannon Parden and Chris Tebo; Rick Gillis

3. At the start of the meeting, SHHA Resident Rick Gillis gave a presentation about a personal issue.
4. **MAY MEETING MINUTES APPROVAL:** The May Board meeting minutes were distributed via email on May 16, 2019. A motion was made to approve the minutes. Approved - Unanimous
5. **OFFICER REPORTS:**
 - a. **President (Woody Farber):**
 - (1) Shannon and her successor Chris Tebo were at the June Board meeting. Their introduction was postponed until Chris arrives from another meeting.
 - (2) Comparison of the responses from the Committee Chairs to the Facilitator’s Report. All have been addressed or are on a to-do list with committees.
 - (3) GRIT article for the June Issue: Neighbors United Against Crime
 - (4) GRIT Process update – Articles will be sent to C&P Chair and then to the EC representative. Once approved, it will be sent to the office staff to send to the printer for a proof.
 - (5) Covenant Modification Timelines – “Duration Period” Issues Regarding When Specific Covenants Can Be Amended was given to Woody by the SHHA Attorney to be distributed to BOD members to review. It was suggested a GRIT article be drafted.
 - (6) PNM Meeting regarding new powerline construction and new substation – There will be a new substation installed at the southwest corner of Eubank and Paseo Del Norte to alleviate the power being used from the Academy and Tramway Blvd. substation and other nearby substations. No new overhead powerlines will be installed near Sandia Heights.

(7) Survey results from the last BOD meeting – there were 6 responses that were mostly positive. There will not be a survey for the June meeting. A discussion will be held at the July Board meeting regarding continuation of the BOD meeting survey.

b. Vice President (Emily Rudin):

(1) HOA Act Compliance – SHHA BOD Written Certification for Compliance with SHHA Bylaws, Policies, Procedures, and Rules Regulations, and with the New Mexico Homeowners Association Act was distributed to Board members to be signed and returned to the Office to file before July 1, 2019 to be in compliance with the amendments in the New Mexico Homeowners Association Act.

c. Secretary (Walter Forman):

- (1) The May Board meeting minutes were distributed via email on May 24, 2019.
- (2) The June GRIT was approved by the EC representative to go to publication on May 20, 2019.
- (3) Proxy voting will be brought in front of the Board at the July meeting.

d. Treasurer (Cheryl Iverson):

(1) The May financial reports were emailed to the Board on June 7, 2019 for review. A motion was made to accept the May financial reports as distributed.

Motion: To accept the May financial reports as distributed.

Accepted - Unanimous

2019-6-12-1 FC

(2) Committee chairs were asked to submit their committee budget requests for 2020 by July 26, 2019.

6. COMMITTEE REPORTS:

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

- (1) The minutes of the May 15 and June 5 meetings were emailed to the Board.
- (2) ACC application approvals for May: 36
- (3) GRIT article for the June issue: Preliminary and Final Design and Construction Plans
- (4) Committee Membership: 7 members
- (5) Requests for EC/Board Action: None

Chris Tebo joined the meeting. Shannon thanked SHHA for many great years working together. Chris Tebo introduced himself and his background and is looking forward to working with SHHA.

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

- (1) The June 4 meeting was canceled.
- (2) There are 3 violations open and 2 files were closed.
- (3) GRIT article for the June issue: Elm Trees
- (4) Committee Membership: 6 members – Volunteers are needed to join the CSC. Please contact Bob Thomas or the office if interested.
- (5) Requests for EC/Board Action: None

- c. Community Service & Membership (CS&M) (Stephen Baca):
 - (1) The minutes of the June 3 meeting were emailed to the Board on June 10.
 - (2) GRIT article for the June Issue: 2019 Easter Egg Hunt by Paula Baxter and Walter Forman
 - (3) Committee Membership: 6 members – Volunteers are needed to join the CS&M committee. Please contact Stephen Baca or the office if interested.
 - (4) Requests for EC/Board Action: None

- d. Communications & Publications (C&P) (Susan McCasland):
 - (1) The layout for the July GRIT is in draft and has been out to C&P Committee for editing and revisions.
 - (2) The minutes for the June 19 meeting will be emailed to the Board.
 - (3) GRIT article for the June issue: Avoid Paving “Travelers” – By Mick Rich, SHHA member
 - (4) Committee Membership: 5 members
 - (5) Requests for EC/Board Action: None

- e. Parks & Safety (P&S) (Travis Rich):
 - (1) The minutes from the June 4 meeting were emailed to the Board on June 10.
 - (2) GRIT articles for the June issue:
 - a. Summary of 2019 Fire Risk Management Seminar (Part 2) – By Travis D. Rich
 - b. Update of W.L. Jackson Park – By Emily Rudin
 - (3) Committee Membership: 8 members – Cheryl Wiker and Ron McGill have joined the P&S Committee effective immediately.
 - (4) The next Tramway Blvd. trash clean up will be October 5. Volunteers will meet at the SHHA office at 9 am.
 - (5) The next P&S committee meeting will be July 9 at 7pm at the SHHA Office.
 - (6) Extreme Fire Danger/Fireworks Restricted in SH signs will be placed around Sandia Heights from June 22 until July 6 or 7.
 - (7) Requests for EC/Board Action: None

- f. Nominating Committee (NC) (Emily Rudin):
 - (1) GRIT article for the June Issue: SHHA’s Board of Directors Needs YOU!
 - (2) Please keep your eyes open for good BOD candidates.

- 7. UNFINISHED BUSINESS: Action Items from last Board Meeting:
 - a. **BOD:** inform the Nominating Committee of potential Board members. **ONGOING**
 - b. **Jessica:** no survey will be conducted for the month of April. One survey will be done on an every-other-month basis beginning with the May BOD meeting. The May Board Meeting survey was emailed to the BOD on May 14. There will not be a survey for the June meeting. A discussion will be held at the July BOD meeting if surveys will continue. **ONGOING**
 - c. **Board:** asked to think about this year’s Annual Meeting and what we can do to improve next year’s Annual Meeting. In July, planning and preparation will begin for the 2020 Annual Meeting. Submit any comments to Woody before the July Board meeting. **ONGOING**
 - d. **Board:** input for the Annual Survey is needed from the Board members on the questions that will be on the survey. Revisions/comments are due May 31, 2019. Revisions and comments were submitted to Stephen. The 2019 Annual Survey will run from July 1 until

July 30, 2019. A motion was made for the Board to approve the 2019 Annual Survey.
ONGOING

Motion: To approve the 2019 Annual Survey as distributed.	
Approved – 12/1 abstention	2019-6-12-2 CS&M

- e. **Walter:** get together with office staff to see what was done in the past regarding email alerts for events, talk to the committee and then contact Woody to proceed with the task at hand. A policy will be drafted by the CS&M chair how to execute email blasts and coordinate community events and business involvement. **CLOSED**

- 8. **NEW BUSINESS:** none.

- 9. **ACTION ITEMS RESULTING FROM THIS MEETING:**
 - a. **BOD:** Read governing community documents and return signed SHHA BOD Written Certification for Compliance with SHHA Bylaws, Policies, Procedures, and Rules Regulations, and with the New Mexico Homeowners Association Act to the Secretary to turn into the SHHA office before July 1, 2019.
 - b. **Committee chairs:** were asked to submit their committee budget requests for 2020 by July 26, 2019.
 - c. **CS&M Chair:** will draft a policy how to execute email blasts and coordinate community events and business involvement.

- 10. **ANNOUNCEMENTS:** none.

- 11. **NEXT MEETING:** The next Board Meeting is scheduled for July 10, 2019.

- 12. **ADJOURNMENT:** 9:16 pm

Woody Farber, President

Date

Walter Forman, Secretary

Date

Signatures on file in the SHHA Office