

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting September 11, 2019 at 7 p.m.**  
*Prepared by Betsy Rodriguez*

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the Vice 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			Craig Newbill	X		
Vice President – Emily Rudin	X			Bob Bower	X			Mike Pierce	X		
Secretary – Susan McCasland			X	George Chen			X	Travis Rich	X		
Treasurer – Cheryl Iverson	X			David Crossley	X			Bob Thomas	X		
				Martin Kirk			X				

Guest(s): Fenton McCarthy, Roger Hagenruber, Ray Canham, Cindy Castaneda, Robert Hare and Janet Zipser

The guests were introduced to the Board.

3. **AUGUST MEETING MINUTES APPROVAL:** The August Board Meeting minutes were distributed via email on August 16, 2019. A motion was made to approve the minutes.  
Approved - Unanimous
4. **OFFICER REPORTS:**
  - a. **President (Woody Farber):** Report given by Emily Rudin
    - (1) Refer to agenda item Nominating Committee 5. f. (1).
    - (2) **SHHA Strategic Plan update:** Emily Rudin was asked by the President to head a team to create a strategic plan for Sandia Heights Homeowners Association. Travis Rich and Bob Thomas have agreed to join Emily on this team. This work will begin in October. The process is not anticipated to be long in duration and the Board will be given a progress report as it becomes available.
    - (3) **2020 SHHA Annual Meeting update:** Craig Newbill, Chair for the temporary Annual Meeting Committee (AMC), gave a status report. The AMC members have reviewed information from the 2018 and 2019 Annual Meetings. Looking at the areas that worked well and those areas that needed improvement, members of the committee have made recommendations that should help make the 2020 Annual Meeting run more efficiently. Discussion was held regarding the dates of February 15 and February 22 for the 2020 Annual Meeting. A motion was made to have the Annual Meeting on February 22, 2020.

Motion: To have the 2020 Annual Meeting on February 22, 2020.

Approved - Unanimous

2019-9-11-2 GEN

(4) Executive Committee (EC) representative for final review of the GRIT: Bob Bower will continue in this role until the 2020 Annual Meeting as decided by the EC.

b. Vice President (Emily Rudin): No Report

c. Secretary (Susan McCasland): Report given by Emily Rudin.

(1) The August Board Meeting minutes were distributed via email on August 16, 2019.

d. Treasurer (Cheryl Iverson):

(1) The August financial reports were emailed to the Board on September 6, 2019 for review. A motion was made to accept the August financial reports as distributed.

Motion: To accept the August financial reports as distributed.

Accepted - Unanimous

2019-9-11-3 FC

(2) 2020 SHHA Budget, Tram tickets and SHHA membership dues: Due to increases in office rent, utilities, corporate tram tickets, labor costs, insurance, and other expenditures, we find it necessary to increase the price of the Tram tickets and our monthly dues. The Budget reflects these adjustments. Discussion was held and three motions were made.

Motion: To approve the 2020 SHHA Budget.

Approved - Unanimous

2019-9-11-4 FC

Motion: To approve increasing the Tram ticket price from \$6.00 to \$7.00 per ticket effective January 1, 2020.

Approved - Unanimous

2019-9-11-5 FC

Motion: To increase the SHHA membership dues from \$8.00 to \$8.50 per month effective January 1, 2020.

Approved - Unanimous

2019-9-11-6 FC

## 5. COMMITTEE REPORTS:

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

- (1) The minutes of the August 21 and September 4 meetings were emailed to the Board.
- (2) ACC application approvals for August: 22
- (3) GRIT articles for the September issue: None
- (4) Committee Membership: 6 members. Dorian Atwater resigned effective September 6, 2019.
- (5) Requests for EC/Board Action: None

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

- (1) The minutes of the September 10 meeting will be emailed to the Board.
- (2) There are 7 violations open.
- (3) 2 violations were closed since the last CSC meeting.
- (4) GRIT article for the September issue: Covenant Support Committee (CSC) Needs Volunteers
- (5) Committee Membership: 5 members
- (6) Committee Chairs' contact information: Roger Hagengruber suggested that the names and contact information of committee chairs be available on the website.
- (7) Requests for EC/Board Action: None

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

- (1) The minutes of the September 9 meeting were emailed to the Board.
- (2) Distribution and discussion of Annual Survey: The Questions on the SHHA Residents Survey 2019 were distributed to all Board members present. A link was included on the page so that Board members can view the results online.
- (3) A GRIT article for October is in process regarding the status of the Annual Survey. A draft copy, Community Survey 2019 is Again Very Positive!!, was distributed to all Board members present.
- (4) GRIT article for the September issue: None
- (5) Draft of SHHA Business Partnership Policy and Procedure: This will continue to be tabled until the October Board meeting. Please submit any revisions/suggestions to Stephen Baca no later than September 24.
- (6) The CS&M Committee is considering taking over the administrative operation of Cork and Fork. A copy of the Cork and Fork Organizer Duties was distributed to all Board members present. If you have any comments/revisions, please contact Stephen Baca no later than September 24.
- (7) Committee Membership: 4
- (8) Requests for EC/Board Action: None

### d. Communications & Publications (C&P) (Susan McCasland): Report given by Emily Rudin

- (1) The layout for the October GRIT is in draft.
- (2) The minutes of the August 21 meeting were emailed to the Board August 28.
- (3) GRIT articles for the September issue:
  - a. Ten3 Restaurant is Open!
  - b. Chile Harvest Time
  - c. Not Too Big, Not Too Small (Historical article reprinted from April 1989 GRIT)

- (4) Committee Membership: 5 members
- (5) Request for EC/Board Action: None
- (6) The bi-monthly committee meeting is moving from the Wednesday evening one week after the Board meeting (every other month) to the Tuesday morning following every other Board meeting.
- (7) Susan is out of town for this meeting and for October GRIT layout/preparation. Jessica has kindly offered to put the October GRIT together.

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

- (1) The minutes of the September 10 meeting were emailed to the Board.
- (2) GRIT article for the September issue: None
- (3) Committee Membership: 8 members
- (4) Requests for EC/Board Action: None

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

- (1) Prospective Board candidates Fenton McCarthy and Roger Hagenruber have submitted their Statements of Interest and have been interviewed by the Nominating Committee. Both candidates gave a brief summary about themselves. A motion was made to move into Executive Session.

Motion: To move into Executive Session

Approved - Unanimous 2019-9-11-1 NC

Executive Session started at 7:14 pm  
 Executive Session ended at 7:17 pm

A ballot vote was conducted. The ballots were handed out to each Board member present, then collected by Cheryl Iverson and Emily Rudin. The resulting vote was to accept Fenton McCarthy and Roger Hagenruber for membership on the Board effective September 12, 2019.

- (2) Update on the status of the Board: We have had a wonderful show of support from the community as a direct result of the series of GRIT articles calling for new Board candidates. No referrals of Board candidates by current Board members were received. We are continuing to interview SHHA members who have submitted Statements of Interest.
- (3) Update on the formation of an officer slate for 2020: Our goal is to have a slate of officers to present to the Board at the November meeting, to be voted on in December, per the Bylaws.
- (4) GRIT article for the September issue: SHHA's Clock is Ticking...

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

- a. **Board:** inform the Nominating Committee of potential Board members. **ONGOING**
- b. **Board:** internal survey is on hold until further notice. **ONGOING**
- c. **CS&M Chair:** will revise the draft policy on how to coordinate community events and business involvement. The Draft SHHA Business Partnership Policy and Procedure will be brought back to the Board at the October meeting. **ONGOING**

- d. **Board:** submit any comments/revisions regarding the Draft SHHA Business Partnership Policy and Procedure to Stephen Baca by September 24. **ONGOING**
- e. **Stephen Baca:** Stephen distributed the questions from the Annual Survey with a written link to the results, to the Board members present on September 11, 2019. **CLOSED**
- f. **EC:** will establish an outline of what the strategic plan should include, and this will be brought to the Board at the September 11 Board meeting. Addressed under the President's report. **CLOSED**
- g. **Board:** members interested in an officer position should speak with Emily no later than September 1. Anyone interested has contacted Emily. **CLOSED**
- h. **EC:** will appoint a new EC representative to review the GRIT newsletter. Addressed under the President's Report. **CLOSED**

7. NEW BUSINESS: None

8. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **Board:** review the Cork and Fork Organizer Duties and submit any comments/revisions to Stephen Baca by September 24.

9. ANNOUNCEMENTS: The P&S Committee schedules two trash clean-ups a year. The next clean-up will be held on October 5, from Tramway Boulevard's east and west rights-of-way and the median between Simms Road and Paseo del Norte. Anyone interested should meet at the SHHA parking lot by 9 am.

10. NEXT MEETING: The next Board Meeting is scheduled for October 9, 2019.

11. ADJOURNMENT: 8:40 pm

\_\_\_\_\_  
Emily Rudin, Vice President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Susan McCasland, Secretary

\_\_\_\_\_  
Date

*Signatures on file in the SHHA Office*