

BOARD MEETING MINUTES
SHHA Monthly Board Meeting January 9, 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			Bob Bower	X			CraigNewbill	X		
Vice President – Hugh Prather	X			George Chen	X			Travis Rich	X		
Secretary – Walter Forman	X			David Crossley	X			Emily Rudin	X		
Treasurer – Cheryl Iverson	X			Judy Durzo	X			Bob Thomas	X		
Carnie Abajian	X			Martin Kirk	X						
Stephen Baca	X			Susan McCasland	X						

Guest(s): Rick Gillis

3. Rick Gillis gave a presentation.
4. Walter Forman voluntarily left the meeting at 7:14 pm.
5. **DECEMBER MEETING MINUTES APPROVAL:** The December Board Meeting minutes were distributed via email on December 18, 2018. **Note:** There has been a revision made to the December minutes. The P&S article “Sandia Heights Posted Speed Limits” was published in January. A motion to approve was made. Approved - Unanimous
6. **OFFICER REPORTS:**
 - a. President (Woody Farber):
 - (1) Plus/Delta (internal assessment) Board Meeting Survey for December 2018. There were no questions or comments.
 - (2) Proposed Amendments to the Bylaws. A discussion was held about the proposed amendments. The motion was formally withdrawn. No changes will be proposed to the membership at the Annual Meeting.
 - b. Vice President (Hugh Prather): No report.
 - c. Secretary (Walter Forman [absent]):
 - (1) The December Board Meeting minutes were distributed via email on December 18, 2018.

d. Treasurer (Cheryl Iverson):

- (1) The December financial reports were emailed to the Board on January 4 for review. A motion was made to accept the financial reports as distributed.

Motion: To accept the December financial reports as distributed.

Accepted - Unanimous

2019-1-9-2 FC

7. COMMITTEE REPORTS:

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

- (1) The minutes for the December 19 meeting were emailed to the Board.
- (2) ACC application approvals for December: 12
- (3) GRIT articles for the January issue: Summary of Architectural Control Committee Articles Published in 2018
- (4) Committee Membership: 8 members
- (5) Requests for EC/Board Action: None

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

- (1) The January CSC meeting was cancelled. The next scheduled meeting for the CSC is February 5.
- (2) There are 4 violations open.
- (3) GRIT article for the January issue: You, the SHHA, Covenant Enforcement
- (4) Committee Membership: 6 members. Patty Piasecki has resigned from the Committee.
- (5) Requests for EC/Board Action: None

c. Community Service & Membership (CS&M) (Hugh Prather):

- (1) The minutes for the December 11 meeting were emailed to the Board.
- (2) The minutes for the January 7 meeting will be emailed to the Board.
- (3) The Annual Meeting plan was finalized at the January CS&M meeting with the Agenda and the Procedures of Conduct for February 9, 2019. A motion was made for Board approval of the draft Annual Meeting Agenda and Procedures of Conduct for the 2019 SHHA Annual Meeting, with the removal of the "Ratification of Bylaw Amendments" portion, since the proposed amendments will not be presented to the membership at the Annual Meeting.

Motion: That the SHHA Board of Directors approve the draft Agenda and the Procedures of Conduct for the 2019 SHHA Annual Meeting.

Approved - Unanimous

2019-1-9-3 CS&M

- (4) 2018 Standing Committee Reports for the 2019 Annual Meeting are due by Friday, January 18, 2019.
- (5) GRIT articles for the January issue:
 - a. 2018 Annual Meeting Netted Results
 - b. 2019 SHHA Annual Meeting Announcement

- (6) A GoToMeeting seminar is scheduled for 7 pm on January 21 describing the Sandia Heights Pool Study.
- (7) Committee Membership: 7 members. Kate Lobberegt resigned effective immediately.
- (8) Requests for EC/Board Action: A motion was made to approve the draft Strategic Planning Resolution, with changes made during the discussion at the Board meeting.

Motion: That the SHHA Board of Directors approve the SHHA Resolution 2018-001 related to conducting a strategic planning process for the SHHA.

Approved – With two abstentions

2019-1-9-4 CS&M

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

- (1) The layout for the February GRIT is in draft.
- (2) The next scheduled meeting is January 16 at 7 pm.
- (3) GRIT articles for the January issue:
 - a. A New Neighborhood Business
 - b. Sandia Heights Climate Data
 - c. Happy Birthday, GRIT?
- (4) Committee Membership: 6 members
- (5) The Social Media Survey results were presented to the Board in a PowerPoint presentation. The PowerPoint will be sent to the Board with the January Board Meeting minutes.
- (6) A motion was made that the proposed procedure be approved for determining if, and if so, how email addresses can be incorporated into the SHHA Directory. Requests for EC/Board Action: Request to collect Board Members’ short biographies and photos to distribute to the new Board (post Annual Meeting).

Motion: That the proposed procedure be approved for determining if, and if so, how email addresses can be incorporated into the SHHA Directory.

Approved - Unanimous

2019-1-9-5 C&P

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

- (1) The meeting scheduled for January 8 was cancelled and will be rescheduled at a later time.
- (2) Committee Membership: 6 members.
- (3) GRIT article for the January issue: Sandia Heights Posted Speed Limits
- (4) Requests for EC/Board Action: None

f. Nominating Committee (NC) (Hugh Prather):

- (1) No Statements of Interest for Board service have been received.
- (2) Approval of Bob Bower and Emily Rudin for an extension of their service on the Board through the 2020 Annual Meeting. A ballot vote was conducted and counted by the NC chairman. Bob and Emily have both been approved to extend their service as Directors through the 2020 Annual Meeting.

8. 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 was scheduled to begin January 2 for three working days. This was to take place in Domingo Baca Arroyo east of Bobcat Blvd. Due to weather, the trial was delayed until Monday, January 7 and will be wrapped up on January 10. **ONGOING**
 - c. **Board:** Review article, "Strategic Planning for HOA Boards". The Board reviewed the article. Hugh submitted a resolution to the Board for review at the December Meeting for action at the January Board meeting. Draft Resolution 2018-001 was approved by the Board related to conducting a strategic planning process for the SHHA. **CLOSED**
 - d. **Treasurer/Office Staff:** data backup and retrieval were successfully completed on QuickBooks. We have arranged for technical support to finalize the processes to retrieve our data and website backup. Cheryl has updated our written backup and restoration procedures. **CLOSED**
 - e. **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**
 - f. **Hugh:** will email the November survey results to the Board, as well as the December survey. The surveys will continue to be submitted to the Board for the next five months. November survey results and the December survey link were emailed to the Board on December 12 and 13. The results for the December survey were emailed to the Board on January 4. **CLOSED**
 - g. **Board:** Draft Resolution 2018-001 was submitted for review prior to action at the January Board meeting. Draft Resolution 2018-001 was approved by the Board related to conducting a strategic planning process for the SHHA. **CLOSED**
 - h. **Board:** review the draft Annual Meeting format. The final Agenda and Procedures of Conduct were approved by the Board for the 2019 SHHA Annual Meeting. **CLOSED**
 - i. **Hugh:** will email a copy of the draft Annual Meeting format to those who were not in attendance. Hugh emailed a copy of the draft Annual Meeting format on December 16 to Board members not at the December Board Meeting. **CLOSED**
 - j. **Office Staff:** email a copy of the 2018 Annual Meeting Reports to Committee Chairs and Board Officers. 2018 Annual Meeting Reports were emailed to Committee Chairs on December 14. **CLOSED**
 - k. **Board:** review proposed amendments to the Bylaws. The motion was formally withdrawn. No changes will be proposed to the membership at the Annual Meeting. **CLOSED**

9. NEW BUSINESS: None

10. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **Office Staff:** The Social Media Survey PowerPoint will be sent to the Board with the January Board Meeting minutes.

11. ANNOUNCEMENTS: Phil Krehbiel has resigned from the Board of Directors effective January 6, 2019.

12. NEXT MEETING: The 2019 SHHA Annual Meeting will be held Saturday, February 9, 2019 at 9 am in lieu of the February Board Meeting.

13. ADJOURNMENT: 9:24 pm

Woody Farber, President

Date

Walter Forman, Secretary

Date

Signatures on file in the SHHA Office