

BOARD MEETING MINUTES
SHHA Monthly Board Meeting January 8, 2020 at 7 PM
Prepared by Betsy Rodriguez

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the President at 7:00 PM at the Sandia Heights Homeowners Association Office, 12700 San Rafael Ave. NE Ste 4, Albuquerque, NM. A quorum was present.
2. **ROLL CALL:** (P- Present; A-Absent, E-Excused)

	P	A	E		P	A	E		P	A	E
President – Woody Farber	X			Joe Boyce	X			Matt Pedigo	X		
Vice President – Emily Rudin	X			George Chen	X			Mike Pierce			X
Secretary – Susan McCasland	X			David Crossley		X		Travis Rich	X		
Treasurer – Cheryl Iverson	X			Roger Hagenruber	X			Bob Thomas	X		
Dale Arendt	X			Martin Kirk		X		Randy Tripp	X		
Stephen Baca			X	Fenton McCarthy		X					
Bob Bower	X			Craig Newbill	X						

Guest(s): Elizabeth Edgren and Stan Davis

3. **December MEETING MINUTES APPROVAL:** The December Board Meeting minutes were distributed via email December 16, 2019. A motion was made to approve the minutes.
Approved - Unanimous
4. **OFFICER REPORTS:**
 - a. **President (Woody Farber):**
 - (1) **2020 Annual Meeting Agenda:** The Annual Meeting Agenda was emailed December 21, 2019 to the Board for review. A motion was made that the Board approve the 2020 Annual Meeting Agenda.

<p>Motion: That the Board approve the 2020 Annual Meeting Agenda. Approved - Unanimous</p>

2020-1-8-1 GEN

- (2) **2020 Annual Meeting Procedures of Conduct:** The Annual Meeting Procedures of Conduct was emailed December 21, 2019 to the Board for review. A motion was made to adopt the 2020 Annual Meeting Procedures of Conduct.

Motion: That the Board adopt the 2020 Annual Meeting Procedures of Conduct.
Adopted - Unanimous 2020-1-8-2 GEN

- b. Vice President (Emily Rudin): No Report
- c. Secretary (Susan McCasland):
 - (1) The December Board Meeting minutes were distributed via email on December 16, 2019.
 - (2) The January GRIT was approved by the EC representative on December 14, 2019.
 - (3) The Secretary participated in the office move planning and execution process.
- d. Treasurer (Cheryl Iverson):
 - (1) The December financial reports were emailed to the Board on January 3, 2020 for review. A motion was made to accept the December financial reports as distributed.

Motion: To accept the December financial reports as distributed.
Accepted - Unanimous 2020-1-8-3 FC

5. COMMITTEE REPORTS:

- a. Architectural Control Committee (ACC) (Bob Bower):
 - (1) The meetings scheduled for December 18, 2019 and January 1, 2020 were cancelled.
 - (2) The next scheduled meeting is January 15.
 - (3) ACC application approvals for December: 8
 - (4) GRIT article for the January issue: Summary of Architectural Control Committee Articles Published in 2019
 - (5) Committee Membership: 6 members
 - (6) Requests for EC/Board Action: None
- b. Covenant Support Committee (CSC) (Bob Thomas):
 - (1) The minutes for the January 7 meeting were emailed to the Board.
 - (2) There are 5 violations open.
 - (3) GRIT article for the January issue:
 - a. You, the SHHA, Covenant Enforcement, & Anonymous Complaints
 - b. Covenant Support Committee (CSC) Needs Volunteers
 - (4) RV violation: A summons was served to the defendants. The CSC will continue to monitor the legal action.
 - (5) Committee Membership: 6 members
 - (6) Requests for EC/Board Action: None
- c. Community Service & Membership (CS&M) (Stephen Baca) Report by George Chen:
 - (1) The minutes for the January 6 meeting were emailed to the Board.
 - (2) GRIT articles for the January issue: None
 - (3) Committee Membership: 5, Joe Boyce has joined the committee.
 - (4) Requests for EC/Board Action: None

- d. Communications & Publications (C&P) (Susan McCasland):
 - (1) The layout for the February GRIT is in progress.
 - (2) The next C&P committee meeting is scheduled for January 14.
 - (3) GRIT articles for the January issue:
 - a. SHHA Office Has Moved! (2B, Then Not 2B)
 - b. A Food Recycling Service Now Available in Sandia Heights
 - c. Martin Luther King Day – January 20
 - d. Thank You (to Jessica Seeley)
 - e. The Nitty Gritty on The GRIT (Historical article reprinted from Spring 1999 GRIT)
 - f. Sandia Peak Ski Area & Ski History
 - (4) 2020 Resident Guide and Directory: The proof was approved and sent to the printer for production and mailing.
 - (5) Designed signs for new office space (marquis and reserved parking).
 - (6) Committee Membership: 5 members
 - (7) Request for EC/Board Action: None

- e. Parks & Safety (P&S) (Travis Rich):
 - (1) The minutes for the January 7 meeting were emailed to the Board.
 - (2) GRIT article/announcement for the January issue: COMING SOON!!! Only 60 days out! CRIME RISK MANAGEMENT SEMINAR
 - (3) Committee Membership: 10 members
 - (4) Requests for EC/Board Action: None

- f. Nominating Committee (NC) (Emily Rudin):
 - (1) Prospective Board candidates Robert Hare and Elizabeth Edgren have submitted their Statements of Interest and have been interviewed by the Nominating Committee. Elizabeth Edgren introduced herself to the Board. A motion was made to move into Executive Session.

Motion: To move into Executive Session.
 Approved - Unanimous 2020-1-8-4 NC

Executive Session began: 7:30 pm
 Executive Session ended: 7:33 pm

A ballot vote was conducted. The ballots were handed out to each Board member present by Emily Rudin and Craig Newbill, then collected and counted by Emily Rudin. The vote was to accept Robert Hare and Elizabeth Edgren for membership on the Board effective January 9, 2020.

- (2) Board Term Extension for Bob Bower: Bob Bower’s term on the Board will expire after the February 22 Annual Meeting. A motion was made to extend Bob Bower’s term on the Board until the Annual Meeting of February 2021.

Motion: To extend the term of Director Bob Bower, per the Bylaws Section 6.6 until the Annual Meeting of February 2021.
 Approved - 13/1 abstention 2020-1-8-5 NC

6. UNFINISHED BUSINESS: Action Items from last Board Meeting:
 - a. **Woody:** will develop an orientation/training for new Board members. **ONGOING**
 - b. **Officers and Committee Chairs:** deadline to submit Officer and Committee Chair reports for the 2020 Annual Meeting to the office was January 7, 2020. **CLOSED**
 - c. **Board:** review Policies and Guidelines and Rules and Regulations and submit any revisions. Revisions have been sent to Woody. The information gathered will be reviewed and implemented in the draft Policies and Guidelines and the Rules and Regulations. The draft documents will be emailed to the Board and voted on at the March Board meeting. **ONGOING**
 - d. **Susan McCasland:** email the draft 2020 Annual Meeting Agenda to the Board. Susan emailed the agenda December 12. **CLOSED**

7. NEW BUSINESS: None

8. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **Office:** will email the Board dates and times to schedule a Board training session.

9. ANNOUNCEMENTS: None

10. NEXT MEETING: The 2020 SHHA Annual Meeting will be held Saturday, February 22, 2020 in lieu of the February Board Meeting.

11. ADJOURNMENT: 7:55 pm

Woody Farber, President

Date

Susan McCasland, Secretary

Date

Signatures on file in the SHHA Office