

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting April 11, 2018 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			Bob Bower	X			Craig Newbill	X		
Vice President – Hugh Prather	X			George Chen	X			Travis Rich			X
Secretary – Walter Forman	X			Judy Durzo	X			Emily Rudin	X		
Treasurer – Cheryl Iverson	X			Martin Kirk	X			Marion Simon	X		
Carnie Abajian	X			Phil Krehbiel	X			Bob Thomas	X		
Stephen Baca	X			Susan McCasland	X			Bill Wiley	X		

Guests: Rick Gillis, Keith Julian and Charlie Bergman

3. **MARCH MEETING MINUTES APPROVAL:** The March Board Meeting minutes were distributed via email on March 22, 2018. A motion was made to approve the minutes.  
**Approved.**

4. **OFFICER REPORTS:**

a. **President (Woody Farber):**

- (1) Rick Gillis made a presentation to the Board regarding the Covenant Support Committee.
- (2) Discussion was held at the Executive Committee (EC) Meeting on April 4, regarding guests at committee meetings. It was agreed that guests will be allowed at committee meetings and will be limited to five minutes at the beginning of the meeting for comments. The guest may then be asked to leave the meeting.
- (3) An update was given on Board member participation on a committee. The EC has agreed that participation on a Special Committee meets participation requirement.
- (4) The Executive Committee has appointed Susan McCasland to the Communications & Publications Committee as Chair.
- (5) The Executive Committee revived the Community Service & Membership Committee with Hugh Prather as Chair.

b. **Vice President (Hugh Prather):**

- (1) Report on next steps to utilize 2018 Annual Meeting feedback. Board members were asked to review answers from the Board member feedback survey and report back on how the 2019 Annual Meeting may be improved. Questions and comments were taken at this time. All questions and information will be compiled and processed. A full report will be given at the May Board meeting.

(2) The Strategic Planning Session topics will be presented under the Community Service & Membership (CS&M).

c. Secretary (Walter Forman):

(1) The March Board Meeting minutes were distributed via email on March 22, 2018.

d. Treasurer (Cheryl Iverson):

(1) The March financial reports were emailed to the Board on April 9, for review. A motion was made to accept the financial reports as distributed.

Motion: To accept the March Financials as distributed.

Accepted

2018-4-11-1 FC

(2) Special Standing Rules. Discussion was held and a motion was made to amend Special Standing Rule #2.

Motion: To amend Special Standing Rule #2 to read as follows: Checks written for more than \$1,500.00, except for checks for staff costs to third-party payroll processing shall have a \$2,000.00 limit, and shall require two officer signatures.

Approved

2018-4-11-2 FC

## 5. COMMITTEE REPORTS

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

(1) The minutes for March 21 and April 4 meetings were emailed to the Board.

(2) ACC application approvals for March: 29

(3) GRIT article for the April issue: Wildfire Preparedness

(4) Committee Membership: 7 members

(a) Craig Newbill joined the ACC effective March 21, 2018

(5) Requests for EC/Board Action: None

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

(1) The minutes of the April 3 meeting were emailed to the Board.

(2) There are five violations open.

(3) Two violations have been closed.

(4) 867-G Tramway Lane Court: The Board approved moving forward with legal action August 9, 2017. Legal action has been put on hold. Judy Christ is pursuing action with the appropriate agency of Bernalillo County.

(5) GRIT Article for the April issue: Drones: An Update

(6) Committee Membership: 8 members

(7) Requests for EC/Board Action: None

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

(1) The CS&M Committee has been reconstituted with Hugh Prather as Chair. The initial meeting will take place before the May Board meeting and a full report will be given.

- (2) Stephen Baca and George Chen have volunteered to join the CS&M. A non-Board member has also shown interest in joining the committee.
- (3) If you know anyone who is interested in joining the committee, please contact Hugh Prather.
- (4) We have six sets of notes from the Strategic Planning Sessions that were held at the February 2018 Annual Meeting.

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

- (1) The layout for the May GRIT is in progress.
- (2) Susan has talked to two potential committee members. Any Board member interested in joining the committee may contact Susan.

e. Parks & Safety (P&S) (Bill Wiley):

- (1) A meeting is scheduled for May 8 at 9:30 am.
- (2) Committee Membership: 6 members
- (3) There is a cleanup event scheduled for Saturday, May 12, 2018 from 9:30 am – 11:00 am. Litter will be removed along Tramway Blvd.’s east and west right-of-ways, between Simms Road and Paseo del Norte. This event is posted on the SHHA website and information will be in the May GRIT issue.
- (4) Keith Julian urged any Board member interested in joining the special committee to explore a wildfire plan to contact Bill Wiley or himself.
- (5) There will be a GRIT article in the May issue looking for volunteers for the special committee.

f. Nominating Committee (NC) (Hugh Prather): No report at this time.

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

- a. **BOD:** Inform the Nominating Committee of potential Board members. **ONGOING**
- b. **P&S:** Status report on office safety upgrade. Bill Wiley has contacted the property owner and discussed desired safety upgrades, as the property owner is responsible. Bill will continue to check on the status and get back to the Board with any updates. **ONGOING**
- c. **BOD:** Committee chairs will reach out to new BOD members not yet on a committee. All Board members are now on a committee. **CLOSED.**

7. NEW BUSINESS: Action Items Resulting from This Meeting: None

8. ANNOUNCEMENTS: None

9. NEXT MEETING: May 9, 2018

10. ADJOURNMENT: 8:00 pm

\_\_\_\_\_  
Woody Farber, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Walter Forman, Secretary

\_\_\_\_\_  
Date

*Signatures on file in the SHHA Office*