

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting April 10, 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 –<br>Woody Farber     | X |   |   | Stephen Baca   | X |   |   | Susan McCasland | X |   |   |
| Vice President –<br>Emily Rudin | X |   |   | Bob Bower      | X |   |   | Craig Newbill   |   |   | X |
| Secretary –<br>Walter Forman    | X |   |   | George Chen    |   |   | X | Mike Pierce     | X |   |   |
| Treasurer –<br>Cheryl Iverson   | X |   |   | David Crossley | X |   |   | Travis Rich     |   |   | X |
|                                 |   |   |   | Martin Kirk    |   |   | X | Bob Thomas      | X |   |   |

Guest(s): None

3. **MARCH MEETING MINUTES APPROVAL:** The March Board meeting minutes were distributed via email on March 19, 2019. A motion was made to approve the minutes. Approved – Unanimous.
4. **OFFICER REPORTS:**
  - a. **President (Woody Farber):**
    - (1) The feedback from the March 13 BOD Meeting Assessment was mostly positive. The next survey will be conducted after the May BOD meeting.
    - (2) All 4 questions asked by Mr. Wavrik and deferred from the 2019 Annual Meeting were answered in the May issue of the GRIT, published on the SHHA website, and in a mailed letter to Mr. Wavrik.
    - (3) The current SHHA Attorney, Shannon Parden, will retire at the end of May. Chris Tebo will be taking her place as SHHA attorney at that time. Both Shannon and Chris will attend the May EC and BOD meetings.
    - (4) A letter from a SHHA Homeowner Member was mailed to the Board reminding them of the final decree between residents of Sandia Heights and the County Line Restaurant in 2014. No questions were asked nor a request for response.
  - b. **Vice President (Emily Rudin):**
    - (1) Michael Pierce was welcomed back on the SHHA Board.
    - (2) Article in April GRIT: Weed and Fire Season is Approaching
  - c. **Secretary (Walter Forman):**
    - (1) The March Board meeting minutes were distributed via email on March 19, 2019.

(2) The April GRIT was approved by the EC representative to go to publication on March 26.

d. Treasurer (Cheryl Iverson):

(1) The March financial reports were emailed to the Board on April 4, 2019 for review.

- a. A discussion was held regarding Bernalillo County covering the cost of the Neighborhood Watch sign for Unit 19. The sign that is installed in Unit 20 was paid for out-of-pocket by a resident of Unit 20, Woody Farber. Further discussion was held about SHHA reimbursing Woody Farber for the second Neighborhood Watch sign and the possibility of reimbursement for other Units that form neighborhood watch groups and purchase additional signs.

Motion: To reimburse Woody Farber for Neighborhood Watch sign purchased for Unit 20.

Approved. 9 approved and 1 abstention

2019-4-10-1 GEN

A motion was made to accept the financial reports as distributed.

Motion: To accept the March financial reports as distributed.

Approved – Unanimous

2019-4-10-2 FC

(2) The Financial Annual Review is still in progress. Committee members have chosen areas to review. Reviews are due by the end of April. 2 of the 7 portions have been completed as of this report.

(3) SHHA was unable to use form 1120-H for the 2018 SHHA tax return. SHHA did owe taxes to the federal government in the amount of \$2,417.00; however, were able to use an unexpired carryover from prior returns filed to cover this amount due. SHHA is owed a return of \$19.00 from New Mexico State Taxation and Revenue.

5. COMMITTEE REPORTS:

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

(1) The minutes of the March 20 and April 3 meetings were emailed to the Board.

(2) ACC application approvals for March: 29

(3) GRIT article for the April issue: A Discussion of Walls and Fences

(4) Committee Membership: 8 members

(5) Requests for EC/Board Action: None

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

(1) The minutes of the April 2 meeting were emailed to the Board on April 8.

(2) There are 5 violations open and 4 files were closed in March.

(3) GRIT article for the April issue: No article submitted.

(4) Committee Membership: 6 members – Volunteers are needed to join the CSC. Please contact Bob or the office if interested.

(5) Requests for EC/Board Action: None

- c. Community Service & Membership (CS&M) (Stephen Baca):
  - (1) The CS&M Committee held a meeting on April 1, 2019.
    - a. Stephen Baca was elected as committee chair. Thanks to Walter for running the April 1 CS&M meeting.
  - (2) Input for the Annual Survey is needed from the Board members on the questions that will be on the survey.
  - (3) GRIT article for the April Issue: Announcement about Egg Hunt hosted by Teresa Cordova and Max Sanchez
    - a. Some of the CS&M committee members are volunteering with Teresa Cordova and Max Sanchez from 1 – 3 pm on April 20<sup>th</sup> for an Easter Egg Hunt at W.L. Jackson Park on Cedar Hill Road.
    - b. A meeting of all volunteers for this event will be held at the SHHA Office on April 16<sup>th</sup> at 7 pm.
    - c. Stephen will look into an SHHA banner to be purchased for an SHHA table at the egg hunt event.
  - (4) Committee Membership: 8 members
  - (5) Requests for EC/Board Action: A volunteer for a SHHA table at Egg Hunt on April 20<sup>th</sup> and volunteers for miscellaneous tasks including 1 cook and a grill are needed and 1 volunteer will be needed to help with games.
  
- d. Communications & Publications (C&P) (Susan McCasland):
  - (1) The layout for the May GRIT is in draft.
  - (2) No committee meeting was held in March. The next committee meeting is scheduled for April 17 at 7 pm.
  - (3) GRIT articles for the April issue:
    - a. Elena Gallegos Open Space
    - b. New Peak Restaurant Update - Susan spoke with Jessica Fox at Sandia Peak Tram Co. about the restaurant at the top of the mountain and they expect the restaurant to open in May/June 2019.
  - (4) Committee Membership: 6 members
  - (5) Susan is continuing to update the biography handout of current Board members as new submissions come in.
  - (6) Status of assignments from Annual Meeting: (The following items a-d were not discussed at BOD meeting. Provided for update purposes.)
    - a. Encourage questions from community; put Q&As in GRIT. Planned May article requesting questions from members.
    - b. Improve communications – periodic clean up, email blasts, GRIT. Recent website cleanup of outdated information. Style guide for GRIT (see item (7))
    - c. Mandatory SHHA membership. Walking/biking safety. Will plan for GRIT articles to encourage membership and promote non-auto-centric safety.
    - d. Provide (family friendly) info to members. Will look into intro info packet on website. Need suggestions on a specific contact person.
  - (7) Developing a GRIT format and style guide – suggestions, not requirements. A draft was handed out at the Board meeting and emailed to BOD members not in attendance.
  - (8) Susan interviewed the new owner of the Outpost Arena, Stan Hubbard, and will put an article in the May issue of the GRIT about the new upgrades and hockey team.
    - a. Woody will send a letter to Stan Hubbard with CSC and ACC contact information along with Unit 7 covenants.

- e. Parks & Safety (P&S) (Emily Rudin for Travis Rich):
  - (1) The minutes from the March 5 meeting were emailed to the Board on March 8.
  - (2) P&S sponsored the Fire Risk Management Seminars held on March 19-21, 2019 from 4 to 5:30 pm at the Church of the Good Shepherd.
    - a. The Fire Risk Seminars had an appearance of success and generated a lot of “at-a-boys” following each session. The post-surveys echoed those accolades. The P&S Committee will compile comments, suggestions, etc. for discussion, commencing at our next meeting scheduled for May 7. Unofficially, attendance was 62, 58, and 52 for sessions 1, 2, and 3, respectively. When adjustments were made by backing out invited guest speakers and for two spouses representing the same household, our best estimate is that only about 4% of the households in Sandia Heights community attended the event. We had good participation by those who attended; we just did not reach a lot of folks that we were trying to reach. Perhaps the GRIT and/or website can expand that number.
    - b. The Tramway trash pickup detail for March 25 consisted of Cheryl Iverson, Emily Rudin, Ginger and Dusty Rich. A small crew, but very fashionable and productive in litter pickup! SHHA is committed to this task twice annually, so we will be back on the street again this fall, most likely just prior to the Balloon Fiesta.
  - (3) GRIT article(s) for the April issue:
    - a. Photo and Caption of the Tramway Trash Pickup
    - b. From the Parks & Safety Committee: You Asked, We Answered
  - (4) Next meeting scheduled for May 7 at 9 am.
  - (5) Committee Membership: 6 members
  - (6) Requests for EC/Board Action: None
  
- f. Nominating Committee (NC) (Emily Rudin):
  - (1) The NC will be putting out a call for new Board members soon.
  - (2) Travis Rich is a member of the Nominating Committee effective March 11, 2019.
  
- 6. 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 has been completed. A final project report and answers to questions have been requested from Judy Durzo. Woody did receive answers to draft the questions asked at the 2019 Annual Meeting from Judy. All 4 questions asked by Mr. Wavrik and deferred from the 2019 Annual Meeting regarding goat grazing were answered in the May issue of the GRIT, published on the SHHA website, and in a mailed letter to Mr. Wavrik.  
**CLOSED**
  - c. **Jessica:** 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. Per the request of the president, Jessica emailed the Board a link to the Plus/Delta survey regarding the March Board meeting on March 19, 2019. 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. **ONGOING**
  - d. **President:** respond to Annual Meeting Action Items a-d. Woody responded to the Annual Meeting Action Items (a letter to Mr. Wavrik) via email, publication on the SHHA website and in the May GRIT newsletter. **CLOSED**

- e. **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. **ONGOING**
- f. **CS&M:** Board members on this committee are charged with scheduling a meeting and electing a chair. A meeting was held on April 1, where Stephen Baca was elected as the CS&M Committee chair. The committee decided at that meeting that the first Monday of each month will be the set date for the future committee meetings. **CLOSED**

7. NEW BUSINESS:

8. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **Board:** Input for the Annual Survey is needed from the Board members on the questions that will be on the survey.
- b. **Stephen:** will look into an SHHA banner to be purchased for an SHHA table at the egg hunt event.
- c. **Woody:** will send a letter with CSC and ACC contact information to Stan Hubbard along with Unit 7 covenants.

9. ANNOUNCEMENTS:

10. NEXT MEETING: The next Board Meeting is scheduled for May 8, 2019.

11. ADJOURNMENT: 8:21 pm

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

\_\_\_\_\_  
Date

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

\_\_\_\_\_  
Date

*Signatures on file in the SHHA Office*