

Approved SHHA Monthly BOD Meeting Minutes April 8, 2009, 7 p.m.

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. The President and Secretary were present and a quorum was declared.
2. ROLL CALL: (P- Present; A-Absent)

	P	A	E		P	A	E		P	A	E
President – Sy Caudill	X			Kerney Bolton	X			Phyllis Moore	X		
VP– Andy Anderson	X			Bruce Childs			X	Burt O'Neil	X		
Secretary – Marsha Thole	X			Frances Desonier			X	Mona Lee Schilling	X		
Treasurer - Ed Tull	X			Pete Heinsteint	X			Mike Winokur			X
Phil Abshere	X			Jim Irving	X						

3. MINUTES from the BOD meeting 11 March 2008 were distributed via emailed March 19. Approved.
4. REPORTS OF OFFICERS
 - a. PRESIDENT (Sy Caudill):
 - (1) Committee List – no changes.
 - (2) Standing rules – the bylaws committee is working on these.
 - (3) Taxes – have been filed.
 - (4) Meet ‘n’ Greet – these are productive and should be continued.
 - (5) Annual Meeting Reports – submit to Sheraz & Secretary by May 10.
 - (6) Commissioner Wiener – requested that we publish an announcement in the May GRIT that he will hold a county town hall meeting on May 4 at the Church of the Good Shepherd at 7:30 to meet with Sandia Heights Residents regarding speed humps/traffic control.
 - (7) Kathy McCoy – we will publish her wrap up article in the May GRIT.
 - (8) Officer elections were held.

MOTION: To elect by acclamation Andy Anderson as Vice President, Marsha Thole as Secretary and Ed Tull as Treasurer.
ADOPTED 2009-04-08-01 GEN

The President position needs to be filled at the May meeting. State Statutes assert that officer positions cannot be left vacant. The Vice President will act as President *Pro Tem*, with the Secretary next in line in his absence, and so forth.

- b. VICE-PRESIDENT (Andy Anderson): Nothing to report.

c. SECRETARY (Marsha Thole):

- (1) Magnetic name tags – were received and are now available for board members to wear at meetings. They will be kept in the office.
- (2) Annual meeting registration (sign-in) - members signing in *before* 10am will receive a door prize ticket. There will be 4 sign-in stations.

MOTION: To have members sign in before 10am to receive a door prize ticket. ADOPTED 2009-04-08-02 GEN

d. TREASURER (Ed Tull): March Treasurer's Report and Budget emailed to the board April 7.

5. REPORTS OF STANDING COMMITTEES:

a. Architectural Control Committee (Kerney Bolton):

- (1) March 18 meeting minutes were emailed to the board March 28.
- (2) April 1 meeting minutes were emailed to the board April 7.

b. Covenant Support Committee (Pete Heinstein): There was no meeting in April.

c. Community Service and Membership (Kerney Bolton – Acting Chair):

- (1) April 6 Meeting minutes were emailed to the board April 7.
- (2) Meet 'n' Greet – is a community builder and has been a success.
- (3) Coffeehouse – the next one is scheduled for Saturday, April 17. We will have parking signs for general parking and handicap parking.
- (4) Membership cards – should receive them by the end of the month.
- (5) Volunteer luncheon – scheduled for Sat April 25; please RSVP to Sheraz by April 17 with your menu selection.
- (6) Swim Pass – the wording in the agreement with the club is being worked on.

d. Communications and Publications (Burt O'Neil):

- (1) An article will be published in the May GRIT about trimming.
- (2) A contractor for a Webmaster is still being written.
- (3) The SHHA logo is still being researched.

e. Parks and Safety (Frances Desonier) Ed Tull reporting:

- (1) March meeting report emailed to the board April 3.
- (2) April meeting report emailed to the board April 8.
- (3) Pedestrian safety reminder cards and safe pedestrian recognition awards.

MOTION: That board members will distribute safe pedestrian reminder cards and safe pedestrian awards to Sandia Heights residents. FAILED 2009-04-08-03 P&S
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- (4) Vandalism/burglaries – An invitation will be extended to the Bernalillo County Sheriff to attend the May board meeting to discuss this issue. A decision to hold a

town hall meeting on this was postponed until the Board receives more information.

(5) Board pledge - The committee will not pursue this.

f. Bylaws Committee (Marsha Thole):

(1) Proposed bylaw amendments will be posted to the website by April 17. The Professional Registered Parliamentarian also reviewed them, and her comments will be incorporated and the proposed amendments will be online by April 17.

(2) There is a schedule for Q&A sessions on April 21, May 6 and June 3. These meetings will be announced in the May GRIT and on the website.

(3) Parliamentary lesson: What can you do without a quorum?

g. Nominating Committee (Andy Anderson): We have biographies on two of the candidates; chair will follow up with the 3rd member to get his.

h. Community Relations (Phyllis Moore): Committee meeting report was emailed to the board on April 3.

6. REPORTS OF SPECIAL COMMITTEES: No report

7. SPECIAL ORDERS: Election of Officers – Completed except for the President position.

8. UNFINISHED BUSINESS:

Action Items from March 2009:

a. C&P: Check on the inconsistencies in SHHA logo identification used for communications and publication and will establish an identity that is consistent. OPEN

b. President: Write a letter to county officials regarding liquor licenses. CLOSED

c. CS&M: Acting Chair to provide an updated line item budget to the treasurer. CLOSED

d. CRC: Will continue to work on recycling. OPEN

e. P&S: Will investigate the security report regarding vandalism. CLOSED

f. C&P: Submit a draft job description and contract for a webmaster. OPEN

g. Bylaws: Post bylaw amendments to website by April 17. OPEN

h. C&P: Determine how many different forms of the SHHA logo exist. OPEN

9. NEW BUSINESS: None

10. ACTION ITEMS RESULTING FROM APRIL 2009 MEETING:

a. CS&M: Acting Chair to bill staffer about annual meeting.

b. P&S: Chair to contact volunteer who has not attended 3 meetings.

c. Committee Chairs: Need your longer report for the annual meeting records, and a summary report for the script. Submit to Sheraz and Secretary by May 10. Your report to be given at the annual meeting should be 1-2 minutes.

d. Committee Chairs: Will meet regarding role clarity; Secretary will call the meeting.

e. P&S: Invite the Bernalillo County Sheriff to the May board meeting.

- f. ALL: Give some thought to a standardized policy regarding how committees are run, and why a committee should/should not have non-voting volunteers on it.
- g. C&P: Determine how many different forms of the SHHA logo exist.
- h. ALL: Board members are asked to attend at least one of the scheduled Q&A sessions (April 21, May 6 and June 3) for the proposed bylaw amendments.

11. ANNOUNCEMENTS: Jim Irving gave kudos to Mona Lee Schilling for repairing the signs at Tramway Terrace entrance.

12. NEXT MEETING: Wednesday, May 13, 2009 at 7pm, SHHA office

13. ADJOURNMENT: 8:35 pm

Sy Caudill, President

Date

Marsha Thole, Secretary

Date