

Approved SHHA Monthly BOD Meeting Minutes February 10, 2010, 7 p.m.

1. CALL TO ORDER: The monthly SHHA Board meeting was called to order by the Vice President at 7:06 p.m. at the Sandia Heights Homeowners Association Office 2-B San Rafael NE, Albuquerque, NM. The secretary was present and a quorum was declared.
2. ROLL CALL: (P - Present; A - Absent; E - Excused)

| | P | A | E | | P | A | E | | P | A | E |
|---------------------------------|---|---|---|-----------------|---|---|---|---------------------------------------------|---|---|---|
| President – Andy Anderson | | | X | Bruce Childs | | | X | Burt O'Neil (7:15) | X | | |
| VP– Phyllis Moore | X | | | Larry Desonier | X | | | Melissa Puckett | | | X |
| Secretary – Frances Desonier | X | | | Kate Fry | X | | | Mona Lee Schilling – on leave of absence | | | X |
| Treasurer - Ed Tull | X | | | Pete Heinstein | X | | | Marsha Thole | X | | |
| Phil Abshere | X | | | Jim Irving | | | X | Dick Wavrik | X | | |
| Bob Bower | X | | | Michelle Munson | X | | | Mike Winokur | X | | |

3. MINUTES from the BOD meeting, 13 January 2010: Distributed via email on January 15. Approved with corrections.
4. REPORTS OF OFFICERS
 - a. PRESIDENT (Andy Anderson): No report
 - b. VICE-PRESIDENT (Phyllis Moore):
 - (1) Committee List: Approved
 - (2) Search for potential candidates for officers and board members see Nominating Committee for comments.
 - (3) On January 25, Marsha Thole, Bob Bower & Phyllis Moore attended the County Line meeting regarding their music series of outdoor concerts. There was a concern that the music was too loud. County Line has decided to schedule 13 concerts for this summer and the noise level will be monitored by the County.
 - c. SECRETARY (Frances Desonier):
 - (1) Implications of the Sarbanes-Oxley Act: The latest provision of the Sarbanes – Oxley Act as it applies to non-profit organizations was submitted to the board. The Bylaws Committee will review and discuss it at their meeting.
 - (2) A motion was made to add two items to the Policy and Procedures Manual:

MOTION: SHHA Directors shall have the same rights and privileges of membership as any other SHHA member in good standing.

SHHA property is to be used for the purposes of SHHA business only, except as otherwise stated in the official Policy and Procedures Manual.

APPROVED

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d. TREASURER / FINANCE (Ed Tull):

- (1) January treasurer report and budget were emailed on February 2.
- (2) 2009 Internal Financial Review Committee (IFRC) report.
- (3) Bob Francis was a guest speaker and he gave some history on previous findings. The IFRC has developed new procedures that have been put in place.
- (4) 2009 Taxes have been prepared and filed by John Altman and Associates.
- (5) A CD was renewed for 17 months at the highest interest rate available at this time.

5. REPORTS OF STANDING COMMITTEES:

a. Architectural Control Committee (Pete Heinstein):

- (1) Reports for Dec 16, Jan 6 and Jan 20 meetings were distributed via email.
- (2) There has not been an increase in projects at this time.
- (3) There is one unresolved court order still in process.

b. Covenant Support Committee (Dick Wavrik):

- (1) No meetings were held in January.
- (2) We have had three new complaints - action pending resolution of item b below. One existing complaint from November which will be reassigned to another committee member.
 - a. Resolution of "patrolling" by BOD / committee members tabled until next EC
 - b. Should we modify SHHA web instructions on complainant first trying to resolve issues with violator. Last July CSC reaffirmed that this should be done first.
 - c. Phyllis announced that Shannon will be at the next EC Meeting on March 3 to help answer any questions that we may have regarding covenant enforcement. Because the CSC chairman is not able to attend a CSC representative will be invited.
 - d. Maintain file copies of all legal advice /actions in one folder.

c. Community Service and Membership (Frances Desonier – acting chair):

- (1) January meeting minutes distributed via email February 2.
- (2) CS&M is requesting additional space allotment in the monthly GRIT.
- (3) The next Meet 'n' Greet is scheduled for Saturday, February 20 from 11am to 2pm. Dr. Mark DiMenna, the Division Manager of Vector-Borne and Zoonotic Disease at Bernalillo County is scheduled to speak.
- (4) Next Volunteer Luncheon has been tentatively scheduled for April 3rd at Sandiago's. We may need to reschedule for the following week. (April 3 is the day before Easter.) We will inform everyone once it has been decided.
- (5) The next Coffeehouse is scheduled for April 17th.

d. Communications and Publications (Burt O'Neil): Nothing to report.

e. Parks and Safety (Larry Desonier):

- (1) Meeting was held on Feb 2nd and minutes distributed to Board.
- (2) P&S will have points and paragraphs for distribution to government representatives the following month.

f. Nomination Committee (Phyllis Moore): Phyllis has begun talking to potential candidate board members about their interest in being an officer and will continue to do so.

- g. Bylaws Committee (Marsha Thole):
 - (1) Parliamentary Lesson – Rules for debate
 - (2) Draft Articles I-VI & listing: It was requested that Marsha email all documents needed to compare the bylaws and the draft revisions to the board. The document of comparison submitted to the EC via email by Sheraz should be emailed to the board as well.

- 6. Strategy and Planning (Larry Desonier – Acting Chair):
 - (1) Submitted proposed Strategy & Planning Charter.

7. UNFINISHED BUSINESS:

Action Items from last board meeting:

- a. C&P: distribute to the board the ground rules for the GRIT. OPEN
- b. S&P: The strategy and planning committee will present a mission statement and charter for the boards review. CLOSED
- c. Secretary: The Policies and Procedures Manual needs to be updated to include the latest provision of the Sarbanes-Oxley Act as it applies to non-profit organizations such as SHHA. CLOSED
- d. All BOD members review draft bylaw articles and provide comments to Bob Bower and Marsha. OPEN

8. NEW BUSINESS:

9. ACTION ITEMS RESULTING FROM FEBRUARY MEETING:

- a. BC: Marsha will email all documents needed to compare the bylaws and the draft revisions to the board.
- b. Sheraz: The document of bylaws comparison submitted to the EC via email will be emailed to the board as well.
- c. EC will discuss the proposed charter for S&P.
- d. BC: will discuss the inclusion of the Sarbanes-Oxley Act as it applies to non-profit organizations such as SHHA to the bylaws.
- e. BOD: review draft bylaw articles and provide comments to Marsha Thole NLT March 6.

10. ANNOUNCEMENTS: None

11. NEXT MEETING: Wednesday, March 10, 2010

12. ADJOURNMENT: 8:45 pm

Phyllis Moore, Vice President

Date

Frances Desonier, Secretary

Date