

**APPROVED Meeting Minutes**  
**SHHA Monthly BOD Meeting, May 12, 2010, 7 p.m.**

*Prepared by Sheraz Saint-Lot*

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 secretary was present and a quorum was declared.
2. **ROLL CALL:** (P- Present; A-Absent)

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

3. **MINUTES** from the BOD meeting, 14 April 2010: Distributed via email on April 14. Approved with corrections.

4. **REPORTS OF OFFICERS**

a. **PRESIDENT** (Andy Anderson):

(1) Committee List: Approved

(2) Annual Meeting:

a) invitees: The SHHA Attorney will be invited to attend.

(3) Board recognition: Melissa Puckett was recognized and thanked for her service on the board. At the annual meeting Duane Henden, who recently passed away, will be recognized for serving on Bylaws for 3 years.

b. **VICE-PRESIDENT** (Phyllis Moore):

(1) We have four new board members and potentially two more.

(2) Total board membership at the annual meeting will be 16.

(3) A Town Hall session form was created with the purpose to provide:

- focus on issue or concern and eliminate rambling and to provide tracking
- documentation of issues presented by members
- follow-up documentation for respective committee

c. **SECRETARY** (Frances Desonier):

(1) Committee chairs please submit your annual reports to the secretary by May 15.

(2) A packet will be handed out at the annual meeting. Sheraz and Betsy will be signing in members and we need approximately six additional volunteers to help. (Bob Bower, Pete Heinsteinst, Mike Winodur, and Phil Abshere all volunteered to help at Annual Meeting. Frances Desonier will also volunteer as needed when able

d. TREASURER/FINANCE (Ed Tull):

- (1) April treasurer and budget report were emailed on May 5.
- (2) There was no meeting in May.
- (3) A CD matures on May 11 which will be rolled over at the highest rate available.

5. REPORTS OF STANDING COMMITTEES:

a. Architectural Control Committee (Pete Heinstein):

- (1) Reports for April 7 and 21 meetings were distributed via email on April 26 and May 5.
- (2) There is a need for at least one more volunteer as the number of applications are increasing, as usual for this time of year.

b. Covenant Support Committee (Dick Wavrik):

- (1) There were 5 complaints received in April. 3 of them have been closed out and 2 are still pending.
- (2) The main issues have been utility trailers and brush in yards.
- (3) 3 of the 5 complaints were filed by non-resident owners.
- (4) There was no April meeting.
- (5) The CSC previously emailed two documents to the board for review and approval:
  - 1) Operating Procedures and Guidelines and 2) Proposed changes to Web Page.

MOTION: To approve the CSC operating procedures and guidelines as an internal document and to change the wording on the website.

APPROVED

2009-05-12-1 CSC

- (6) The CSC will develop a new document regarding guidelines for display on the website.

c. Community Service and Membership (Frances Desonier) :

- (1) April 26 meeting minutes distributed via email on May 6.
- (2) Next Meet N Greet is Sat. May 22, it will be a Spring Gala event and all Chairs are asked to please prepare a 3 minute presentation with bullets for use on the LCD to encourage more volunteers.
- (3) The committee will be contracting with Vision Trust, Inc to produce a video about SHHA and Membership Benefits for use on the LCD and website. There should be enough money in our present CS&M budget to cover this.
- (4) The proposed Picnic & Pool Party will need to be cancelled if there are not a few board members willing to volunteer to help put it on at the 4 Seasons on August 28, as several of our CS&M members will be unavailable to help with this event. (Burt O'Neil & Bob Bower agreed to assist in the production of this event. Kate Fry may also volunteer; we need to check with her to know for sure.)
- (5) Next Annual Meeting is Saturday, June 12<sup>th</sup>; 3 doorprizes will be awarded (must be present to win) immediately following the Annual Meeting and the Tree Lottery Winners will be announced (need not be present to win) following the Town Hall.
- (6) The committee is losing two directors and is in great need of more volunteers for upcoming events.
- (7) The committee is in discussion phase with Alvarado Realty regarding summer pool passes; we are proposing to purchase 2 family passes per day & Alvarado had

expected that we would purchase at least 4 family passes. We purchased 10 last year.

- d. Communications and Publications (Burt O'Neil):
  - (1) Our committee and the SHHA webmaster will work with CS&M to make sure the video will work on the current website.
- e. Parks and Safety (Larry Desonier): No report
- f. Nomination Committee (Phyllis Moore):
  - (1) We have 6 or 7 new board members.
- g. Bylaws Committee (Marsha Thole):
  - (1) Parliamentary lesson
  - (2) A request was made to have the PRP present at the annual meeting.

MOTION: to dispense with having the PRP at the 2010 annual meeting.

Approved

2009-05-12-2 Bylaws

(3) Bylaws amendments

- a. The first amendment will be to renumber and reorder the bylaws.
- b. Rationale will be presented for each amendment.
- c. The current Preamble states: The purposes of the Sandia Heights Homeowners Association (SHHA) are to promote the common interests and welfare of the homeowners and landowners of record located in the Sandia Heights Development of the County of Bernalillo...

MOTION: To change the wording in the Preamble from "homeowners and landowners" to "members."

Approved

2009-05-12-3 Bylaws

- d. There was discussion regarding the amendment for section 8.2 as to whether this section should be put into the bylaws or the Standing Rules.

MOTION: to keep section 8.2 in the bylaws.

Approved

2009-05-12-4 Bylaws

- (4) Bylaws committee will make sure that any nuances in the renumbered and reordered bylaws will be listed and made available to the board for review.
- (5) Larry Anderson and Marsha Thole will be attending the annual meeting and presenting the amendments.

h. Strategy and Planning (Larry Desonier – Acting Chair): No report.

6. UNFINISHED BUSINESS:

Action Items from last board meeting:

- a. Committee Chairs: please send annual report to the secretary and Sheraz by May 15. OPEN
- b. Bylaws committee will revise the draft bylaws for 2010. OPEN
- c. CSC will send guidelines to the board for their review and discussion at the May board meeting. CLOSED

7. NEW BUSINESS: None

8. ACTION ITEMS RESULTING FROM MAY MEETING:

- a. Committee chairs please submit your annual reports to the secretary by May 15.
- b. BC: will make a list of the nuances in the renumbered and reordered bylaws.
- c. The CSC will develop a new document regarding guidelines for display on the website.

9. ANNOUNCEMENTS: None

10. NEXT MEETING: ANNUAL MEETING Saturday, June 12 at Church of the Good Shepherd

11. ADJOURNMENT: 8:59 pm

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Andy Anderson, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Frances Desonier, Secretary

\_\_\_\_\_  
Date