

**Draft SHHA Monthly BOD Meeting Minutes
November 12, 2008, 7 p.m.**

1. **CALL TO ORDER:** The monthly SHHA Board meeting was called to order by the President at 7:05 p.m. at the Sandia Heights Homeowners Association Office 2-B San Rafael NE, Albuquerque, NM. The president and secretary were in attendance and a quorum was present.
2. **ROLL CALL:** (P- Present; A-Absent)

	P	A	E		P	A	E		P	A	E
President – Sy Caudill	X			Bruce Childs			X	Phyllis Moore	X		
VP– Andy Anderson			X					Burt O'Neil 7:23	X		
Secretary – Marsha Thole	X			Frances Desonier	X			Mona Lee Schilling			X
Treasurer - Ed Tull	X			Pete Heinsteine	X			Steven Walsh			
Phil Abshere			X	Jim Irving	X			Mike Winokur			X
Kerney Bolton	X										

3. **MINUTES** from the BOD meeting, 8 October: Distributed via email on October 14.
Approved
4. **REPORTS OF OFFICERS**
 - a. **PRESIDENT (Sy Caudill):**
 - (1) Open space status: We are still in a hold mode.
 - (2) SHHA legal status: The accountant is researching our tax status and then the SHHA attorney will send SHHA a letter confirming our legal status so that we have something for our files.
 - (3) Holiday party: It is preferable to have the holiday party in a director's home on December 10 in lieu of the December meeting. CS&M is working this task.
 - (4) Bylaws for review: Any changes need to be submitted to the bylaws committee by December 15. The board will discuss these changes at the February meeting so that these changes can be published in the GRIT in a timely fashion.
 - (5) Futures for Children: The board decided not to give a donation this year.
 - (6) New committee: The Community Relations Committee has been established with Phyllis Moore as the chair.
 - b. **VICE-PRESIDENT (Andy Anderson):** No report.
 - c. **SECRETARY (Marsha Thole):** Nothing to report.

d. TREASURER / FINANCE (Ed Tull):

- (1) October Budget and Treasurer Report distributed via email October 31.
- (2) Meeting minutes distributed via email November 10.
- (3) We are still waiting on three quotes for the D&O policy.
- (4) No guidelines were received from the committees for mileage reimbursement. The mileage sheet will be emailed to all board members. Committee members can submit mileage reimbursement sheet to the office at their discretion. All mileage reimbursement sheets must be signed off by the committee chair. The President will sign off on mileage reimbursement sheets submitted by committee chairs themselves.
- (5) The Financial Review committee will submit its 2008 annual audit report in March 2009.
- (6) 2009 Budget copies were included in the board packet. Expenses are expected to exceed income. The CS&M cut two possible programs because the committee did not have enough information to submit for the 2009 budget.

MOTION: The Board approved the 2009 Budget with minor corrections for rounding cents up to whole dollars.

APPROVED

2008-12-11-1 FIN

5. REPORTS OF STANDING COMMITTEES:

a. Architectural Control Committee (Kerney Bolton):

- (1) Reports distributed via email.
- (2) One homeowner was served with a temporary restraining order. The homeowner has since decided to meet with the ACC to come to an acceptable agreement. The TRO is on hold for 30 days.

b. Covenant Support Committee (Pete Heinstein):

- (1) Reported distributed via email November 11.
- (2) Covenant Log included in the board packet.

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

- (1) Report distributed via email November 4.
- (2) At the last Meet 'n' Greet, Ken Jerkatis gave a presentation on photovoltaic panels. He suggested we put his presentation on the SHHA website. The C&P will look into this.
- (3) One member has offered to do some video work for SHHA. It was suggested that an LCD be purchased for the office to play the video loop as a public relations effort in demonstrating SHHA events and membership benefits. The committee will make sure not to use copyrighted material.

- d. Communications and Publications (Burt O'Neil):
 - (1) Articles of interest are encouraged but home-based businesses will not be promoted.
- e. Parks and Safety (Frances Desonier):
 - (1) Safety Vests for children and animals: Several homeowners asked if safety vests for children and pets could be made available. These will not be purchased and provided for by the committee; however, information can be made available to those interested parties as to where they can be found.
 - (2) Units were divided up between the members of the committee to locate areas of overgrowth obstructions which are unsafe for pedestrians. These areas will be recommended to the County for trimming.
 - (3) The County informed us that adjustments will be made to lower the speed humps on San Rafael to accommodate the higher speed limit it approved recently.
- f. Nomination Committee (Vacant): No report. The president will appoint the vice-president to serve as chair.
- g. Bylaws Committee (Marsha Thole):
 - (1) A December GRIT article will be written to encourage residents to email the office if they have any suggested changes for the bylaws.
 - (2) Parliamentary Lesson: Jim Irving gave the lesson on the kinds of motions. Two types: main motion introducing a new item, and secondary motions.
- h. Community Relations Committee (Phyllis Moore):
 - (1) Minutes distributed via emailed November 8.
 - (2) This committee will bring a charter to the next board meeting. The bylaws will be amended as well as the directory.
 - (3) According to the bylaws every committee has to have two board members serving on the committee, therefore Sy Caudill will sit on the committee.
 - (4) A letter from the SHHA president introducing the committee to our State representatives was mailed to four representatives.
 - (5) The representatives will be invited to the Holiday party.

6. REPORTS OF SPECIAL COMMITTEES (George Connor): No Report

7. UNFINISHED BUSINESS:

Action Items:

- a. Ed Whitten: to keep in contact with the State Department of Transportation regarding Tramway Blvd. CLOSED
- b. The EC will discuss the change of date for the annual meeting. OPEN
- c. Chairs: Submit your 2009 budget by October 15. CLOSED
- d. CSC Chair: Bring information on publishing CSC complaints in the GRIT to EC. OPEN

8. ORDER OF THE DAY: None
9. NEW BUSINESS:
 - a. Non-board member volunteers on the Parks and Safety Committee may not vote according to the charter. This will be discussed at the next P&S committee meeting.
 - b. The bylaws state that the annual meeting will be on the first Sat. in June. This will be changed to avoid a conflict with Memorial Day weekend to the second Sat. in June. An amendment will be made to that effect.
10. ACTION ITEMS RESULTING FROM NOVEMBER MEETING:
 - a. President: A letter to Suzanne Popejoy and Steve Walsh will be sent thanking them for their service on the board.
 - b. CSC: Bring information on publishing CSC complaints in the GRIT to EC.
 - c. Bylaws: Bylaw changes need to be emailed to the Bylaws Committee by Dec 15.
 - d. President: Andy Anderson will be asked to serve as chair of the nomination committee.
 - e. The Holiday party will be held on Dec 10; time and location to be announced.
11. ANNOUNCEMENTS:
 - a. Christmas party
12. NEXT MEETING: January 14, 2009
13. ADJOURNMENT: 8:26 pm

 Sy Caudill, President

 Date

 Marsha Thole, Secretary

 Date