

APPROVED BOARD MEETING MINUTES
SHHA Monthly BOD Meeting, August 10 2011, 7 p.m.

Prepared by Betsy Rodriguez

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 Vice President declared a quorum.
2. **ROLL CALL:** (P- Present; A-Absent)

	P	A	E		P	A	E		P	A	E
President – Kate Fry	X			Ana Acosta	X			Burt O’Neil	X		
Vice President – Andy Anderson	X			Bob Bower	X			Joe Pappé	X		
Secretary – Sarah Pirkl			X	George Connor	X			Michael Pierce	X		
Treasurer – Ann Marie Caffrey	X			Sharon Evanich	X			Dick Wavrik	X		
Phil Abshere	X			Pete Heinstejn			X	Ann Zimmerman	X		

Guests: Hubert Allen, Roger and Dorothy Clough, Steve Grollman, Cathy Kumar, Jim and Jan Randall, John Wells (attorney for Jan Randall), James Sauvage, and Bill Wiley.

Hubert Allen, Dorothy Clough, Steve Grollman, Jan Randall and James Sauvage each discussed their concerns about the County Line Restaurant concerts being noisy and a nuisance, and the enforcement of the covenants. Cathy Kumar stated that the concerts did not bother her but did agree that the traffic was a problem.

Bill Wiley discussed drought and water issues. He expressed interest in becoming a liaison between SHHA and the Water Authority.

3. MINUTES from the July 13 BOD meeting were distributed via email on July 15.
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4. **REPORTS OF OFFICERS**
 - a. **PRESIDENT (Kate Fry):**
 - (1) Board members and guests were given a copy of the latest County Line update report. The report was reviewed before the floor was opened to the guests for discussion.
 - (2) New board member orientation will be rescheduled.
 - (3) SHHA Volunteers: The Board discussed whether volunteers for SHHA events need to be SHHA members. The Board voted to require that volunteers who incur expenses on behalf of SHHA must be SHHA members.

<p>MOTION: Only SHHA members can incur expenses on behalf of SHHA. APPROVED GEN 2011-08-10-1</p>

(5) Volunteering for committees or the Board is a big commitment and anyone being encouraged and recruited to join should make sure they are willing and able to commit.

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

c. SECRETARY (Sarah Pirkl):

(1) Bylaws amendment for Board consideration related to the Finance Committee will be presented next month.

d. TREASURER / FINANCE (Ann Marie Caffrey): Nothing to report.

5. REPORTS OF STANDING COMMITTEES:

a. Architectural Control Committee (Bob Bower): Nothing to report.

b. Covenant Support Committee (Andy Anderson):

(1) The Operating Guidelines are being revised. When approved by the Committee they will be presented to the Board for approval.

c. Community Service and Membership (Ana Acosta):

(1) Ann Zimmerman presented information regarding a portable sound system. The Board agreed that a portable sound system can be purchased this year and a motion made that the funds come from Reserves to be added to the Communication & Publications budget. The Committee will determine the size of the system with the stipulation that the cost will not exceed \$2,000.00.

MOTION: That a portable sound system be purchased and that the funds be transferred from Reserves to the Communication & Publications budget. The Committee will determine the size of the system with the cost not to exceed \$2,000.00.

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

1) Research regarding one more level of offsite data backup was deferred until the next meeting.

e. Parks and Safety (Report by George Connor):

1) Signs along Tramway Blvd. (SH #556) -- George discussed this issue with Bob Williams (vendor sign) & Ann Zimmerman (Tramway Terrace sign request.) After getting an understanding of both problems, George called our District/Area State Highway project engineer, Tony Abo, and was then contacted by Antonio Jaramillo from NMDOT. He explained the two separate problems and Antonio will investigate these issues and get back to us in a week or so. The other issue regarding the vendor

problem on Tramway Boulevard is getting the BC Sheriff's Department to enforce the ordinance. George will track this issue after the "no vending" sign is replaced on Tramway Boulevard.

- f. Nominating Committee (Andy Anderson):
 - (1) The Bylaws state that the Committee is made up of the VP and two board members. Ann Zimmerman volunteered to join the Committee. Bob Bower will continue to serve on this Committee.

6. AD HOC COMMITTEES:

- a. Septic Tank Committee (Pete Heinstein): Nothing to report.
- b. Website Committee (Burt O'Neil): The timeline for the website was reviewed.
 - (1) Timeline for new website:
 - a) 1st meeting; accomplish the action items and discuss them with an aim of accomplishing an in-depth critiquing of the current website. Develop a model of a future SHHA website.
 - b) 2nd meeting; review available existing homeowner websites. Review High Desert, Tanoan and North Albuquerque Acres websites. Prepare our web site's content and develop a set of requirements which can be used to generate a Statement of Work and do a top level cost analysis.
 - c) 3rd meeting; write a draft Statement of Work.
 - d) 4th meeting; send out requests for proposals (RFP) which will include a requirement for bidder presentations of previous websites and a top-level proposed website.
 - e) 5th meeting; Committee members and office staff review the proposals (deliverables and cost) and select one. If necessary have legal review of the proposed contract.

7. UNFINISHED BUSINESS:

- 1) Action Items from last board meeting:
 - a. **BOD:** inform the Nominating Committee of potential members and committee volunteers. **ONGOING**
 - b. **President:** New Board member orientation will be scheduled before the September Board meeting. **OPEN**
 - c. **Secretary:** bring a Bylaws amendment to the Board regarding the Board composition of the Finance Committee. **OPEN**
 - d. **CS&M:** will research cordless microphone/sound systems. **CLOSED**
 - e. **President:** GRIT article re: tenant membership benefits. **CLOSED**
 - f. **Website Ad Hoc Committee:** present a plan and timeline at the August Board meeting. **CLOSED**
 - g. **C&P:** research additional offsite backup. **OPEN**
 - h. **P&S:** contact State regarding "no vending" sign on Tramway Blvd. **OPEN**

- i. **Sheraz:** Rachel Hammond's address and phone number was provided by a homeowner but we received no response. We will attempt to get a mailing address from the Journal to send a gift card. **OPEN**
- j. **CS&M:** research alternatives to keeping the Four Seasons Club open. **OPEN**

8. NEW BUSINESS:

- a. Mirasol Subdivision: Bob Bower presented information about a proposed residential development that is presently under review by the County. This development will be on land that is not part of Sandia Heights and will include 14 residences in a gated community with privately-owned streets and its own covenants. The development will be located just south of the Futures for Children complex at the intersection of Tramway Blvd. and Tramway Lane. Bob will keep the Board informed as additional information becomes available. When the development is approved by the County, SHHA will notify units 7, 28A, 28B, and 28C.

9. ACTION ITEMS RESULTING FROM AUGUST MEETING: None

10. ANNOUNCEMENTS: None

11. NEXT MEETING: September 14, 2011

12. ADJOURNMENT: 9:10 pm

Kate Fry, President

Date:

Andy Anderson, Vice President

Date:

Signatures on file at the SHHA office