

**BOARD MEETING MINUTES**  
**SHHA Monthly BOD Meeting, October 12, 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 7:04 p.m. at the Sandia Heights Homeowners Association Office 2-B San Rafael NE, Albuquerque, NM. The secretary 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: None

3. SEPTEMBER MEETING MINUTES APPROVAL: APPROVED
4. PRESIDENT’S REPORT: The zoning hearing for the Mirasol subdivision was held on October 7. The special use permit request was approved, so the sale of the land will go forward. SHHA will host an information meeting on November 3 at the SHHA office which will be publicized in the GRIT and on the website.
5. SECRETARY REPORT: (1) Amendment regarding the **Finance Committee** composition to be consistent with other committees, which require a minimum of two Board members: Currently reads:  
7.2.2 Finance Committee. The Finance Committee shall arrange for an annual internal financial review of the Association’s financial records and accounts, conducted by a committee consisting of at least one board member and two other members, appointed by the Board. The Finance Committee shall recommend, and the Board shall approve, the type of internal review to be conducted. The methodology and results of the review will be reported to the Board when completed and to the Members at the Annual Meeting. The Finance Committee shall comply with State Statutes regarding official audits.  
 A motion was made to add a first sentence.

MOTION: To add a first sentence: “The Finance Committee shall consist of a minimum of two (2) Board members excluding ex-officio members and shall be chaired by the Treasurer.”

APPROVED 2011-10-12-1 BYLAWS

6. COMMITTEE REPORTS:

a. Finance Committee:

- (1) Cash flow comparison: A cash flow report comparing 2007 through year to date was reviewed and discussed.
- (2) 2012 budget review: The Treasurer will meet with each committee chair individually to discuss the 2012 budget.
- (3) Criteria for the use of reserves: The Treasurer will research whether or not SHHA has established criteria for use of reserves.
- (4) It was proposed that a motion be made that the overall budget total cannot exceed the overall projected revenue.

MOTION: That the overall budget total cannot exceed the overall projected revenue.

APPROVED

2011-10-12-2 FIN

b. Parks & Safety Committee (George Connor):

- (1) A meeting is scheduled for Oct 18th. The committee has received requests for safety vests and dog waste bag stations.
- (2) Report on BC Neighborhood Coordinators meeting Oct 5.
  - a. Bicycle lane and sidewalk briefing by Richard Meadows: The Bernalillo County Bicycle Lane & Walking Trail Coordinator gave a presentation of the long-range plans for bike lanes and walking trails in North Albuquerque Acres and Sandia Heights P&S explained that historically, SHHA has not been in favor of creating sidewalks in Sandia Heights. Parks & Safety will research the history of discussions regarding sidewalks in Sandia Heights.
  - b. Recent traffic enforcement on Tramway Blvd.: the Sheriff's Dept. has ticketed some motorcycles late at night.

c. Pool Committee (Ana Acosta)

- (1) Update: Sandia Heights Services is in negotiation with Sandia Pueblo regarding renewal of the lease for the land and facilities, including the SHS office building. The Committee will suspend activity pending the outcome of the discussions.

d. Website Committee (Burt O'Neil): The Committee will present the proposed features for an updated website at the November Board meeting.

- (1) MOTION withdrawn  
Funds needed for a new logo \$2000. These funds will be included in the 2012 budget.
- (2) MOTION withdrawn  
Funds needed towards the new website \$4000. These funds will be included in the 2012 budget.

7. UNFINISHED BUSINESS:

- 1) Action Items from last board meeting:

- a. **BOD:** inform the Nominating Committee of potential members and committee volunteers. **ONGOING**
- b. **Secretary:** bring a bylaws amendment to the Board regarding the composition of the Finance Committee. **CLOSED**
- c. **2012 Budget:** Committee chairs to submit a proposed budget to Sheraz NLT Monday, October 10. **CLOSED**
- d. **Neighborhood Outreach Grant solicitation:** Board members and committees are encouraged to propose projects. **OPEN**
- e. **SHHA position on County Line concerts:** **OPEN**
- f. **Website Ad Hoc Committee:** will research SHHA logo redesign. **OPEN**

8. NEW BUSINESS:

- a. 2012 budget review at November 2 Executive Committee meeting. Committee chairs will meet with the Finance Committee chair to discuss the proposed 2012 budget.
- b. Holiday Party at Seasons Rotisserie and Grill will be held on Wednesday, Dec 7 at 6pm.
- c. The President asked for Board feedback on the board packet. The idea of the packet is to provide Board members a summary of officer and committee reports to highlight important activities since the previous Board meeting. The Board was generally positive about the usefulness of the Board packet as a tool for streamlining Board meetings.

9. ACTION ITEMS RESULTING FROM OCTOBER MEETING:

- a. The Finance Committee chair will meet with each committee chair to discuss the 2012 budget.
- b. The Finance Committee chair will research whether or not SHHA has established criteria for use of reserves.
- c. Parks & Safety will research the history of discussions regarding sidewalks in Sandia Heights.
- d. The Website Committee will make a presentation to the Board on the proposed features of an updated website.

10. ANNOUNCEMENTS: Reminder to attend the Meet N Greet with speaker Dr. Richard Peck at COGS this Saturday, October 15 at 9am.

11. NEXT MEETING: November 9, 2011

12. ADJOURNMENT: 8:40pm

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Kate Fry, President

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Date:

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Sarah Pirkl, Secretary

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Date: