

## FOUR HILLS VILLAGE ASSOCIATION

### BOARD OF DIRECTORS MEETING

6:30 pm February 20, 2018

#### Canyon Club

#### I. Call to Order:

- A. Meeting was called to order by President Jim Cochran at 6:32 pm.
- B. Quorum was met and verified, with attendance recorded.

#### II. BOARD MEMBERS/GUESTS:

A. **PRESENT:** President Jim Cochran, Vice President Herb Wright, Secretary Marilou Cochran, Treasurer Charley Rhodes, Membership Director Jan DeMay, Government Affairs Director Andrew Lipman, Parks and Open Space Director Steve Brugge, Publications Director Laura Siegel, Public Relations Director Lynda Hartman, Webmaster Frank Lujan.

B. **BOARD MEMBERS EXCUSED:** Security, and Overflights Director Geri Boden.

C. **GUESTS:** Linda Andrews, Bill Heath (2017 Treasurer) turned over financial records etc. to newly elected Treasurer, Charley Rhodes.

III. **Approval of the Agenda;** Steve made a motion to approve the agenda, the motion was seconded. Motion Approved.

IV. **Review of December 12, 2017 meeting minutes:** Charley made a motion to approve the December minutes, the motion was seconded. Motion Approved.

#### V. Reports from Officers and Board Members

A. **President:** Jim Cochran –

Jim welcomed new and returning board members

B. **Vice President:** Herb Wright –

Nothing to report

C. **Treasurer:** Charley Rhodes -

1. Charley had not met with Bill Heath and received the figures until this evening, so he did not have up to date information. Former Treasurer Bill Heath brought files to the meeting and Charley will be able to have a report for the March meeting.

2. Charley will need a copy of the meeting minutes showing the name change and election of officers as well as a letter changing the signatories for these accounts. Open Item.

3. Jan gave Charley several checks to deposit from members.

4. Herb made a motion to request a credit card processing square from our bank so that we can accept credit card payments for membership. The square will be kept by the Treasurer. Motion seconded and approved.

**D Secretary:** Marilou Cochran -

Nothing to report

**E Membership:** Jan DeMay –

1. Jan received many new memberships. The current total is 562 individuals, up from 265 individuals in December 2017.
2. Jan will coordinate with the Canyon Club manager to piggy back with special events scheduled at the club and have a welcome/membership table for FHVA set up.

**F Government Affairs:** Andrew Lipman –

1. Andrew wrote to City Councilor Don Harris requesting information on HUD funding for a public housing project that is being planned in District 9. It is proposed to be built on Central near Tramway and could affect Four Hills Village property values. He has not had a response yet from Councilor Harris.

**G Publications:** Laura Siegel –

1. Laura needs articles from directors for The Chronicle by March 2. In order to give homeowners another opportunity to join, Steve made a motion to send The Chronicle to all homes in Four Hills Village with address correction requested. Motion was seconded and carried.

**H Parks and Open Space:** Steve Brugge –

1. The date for the Great American Clean Up is April 28<sup>th</sup>, Herb made a motion FHVA participate, motion was seconded and carried.

2. The City of Albuquerque has initiated Adopt a Median program, in which an organization or group may identify a median to take responsibility for its upkeep. Steve will find out more information and present it at the March meeting. It was suggested we adopt the median at the “Y” in Four Hills. Open Item

**I Security and Overflights:** Geri Boden - Excused

**J Public Relations:** Lynda Hartman

1. Lynda will include information about FHVA in packets for new homeowners Four Hills Neighbors to increase awareness of this organization and what we have to offer.

2. Lynda will have monthly real estate data next month, providing the following information:

Active Properties - average price per sq. ft.

Pending – average price per sq. ft.

Closed -- average price per sq. ft.

**K Webmaster:** Frank Lujan –

1. Frank has been updating the webby web site. And will create a calendar of events.

**IV Unfinished Business**

**A. Status of Organization with Regulatory Agencies –**

Herb spent a great deal of time on the phone with the state and IRS determining what is needed to regain or gain recognition as a registered non-profit organization. He needs to submit a corporate address and articles of incorporation.

**B. Update of Bylaws and Standing Rules including position description.**

Herb and Jim met prior to this evenings meeting to make Jim aware of what is needed to complete the Bylaws and Standing Rules. Herb made a motion to create an Executive Committee consisting of the President, Vice President, Secretary and Linda Andrews (member at large) to draft bylaws and standing rules. Motion was seconded and approved. Unfinished Business.

**C. Treasurer's Audit** A financial audit or review needs to be made of our accounts.

We need to contract a CPA or someone with a financial background to perform this audit. Jim will contact someone who has experience in banking and has performed reviews. Other board members are encouraged to submit names of individuals who may be able to perform an audit or review as well. Unfinished Business.

**VI. New Business:**

**A. Calendar –** Jim would like to create a calendar of events for the web site, showing meetings, events for the year and dates for the Chronicle and Directory. The monthly meetings will be the third Tuesday of the month at 6:30 pm with the exception of the March meeting which will begin at 6. The Great American Clean-up is April 28, events we need to schedule include the Annual Yard sale, the shred event, Coffee with Neighbors. Our goal is to have an event every month or two no less than one per season.

**B. Membership Promotion –**

1. The Four Hills Neighbors group is planning to host Coffee with Neighbors at the Canyon Club once a month on Sunday afternoons from 1pm to 3pm, to invite neighbors to join Four Hills Neighbors. Lynda asked if FHVA would join them in order to increase our membership as well. The cost is approximately \$500. per event, our cost would be half or approximately \$250. Herb made a motion to participate in Coffee with Neighbors 2 times, once in the spring and once in the fall (total cost of \$500.00). Motion was seconded and approved.

2. Other New Business – It was suggested we purchase a digital sign for the “Y” for information regarding our meetings and events. It could also be used by Four Hills Neighbors and the Canyon Club. Herb made a motion to explore the purchase of a digital sign, motion seconded and approved. Jim will research cost, reliability, maintenance. Unfinished Business.
3. Laura asked that an Education Director position be added to the board as discussed in the December 2017 meeting. It was decided to authorize an Education Subcommittee under Government Affairs Director. Andrew asked that Steve serve as Chairman of the subcommittee and recruit members from the neighborhood.

**VII Announcements** – No announcements

**VIII Adjourn** - Steve made a motion for the meeting to adjourn, it was seconded. Motion was approved, and the meeting adjourned at 7:49 pm.

**Next Meeting** – Tuesday, March 20, 2018 at 6 pm, The Canyon Club (first floor meeting room).

Respectfully submitted,

//E-Signed//  
Marilou Cochran,  
Secretary