

## FOUR HILLS VILLAGE ASSOCIATION

### BOARD OF DIRECTORS MEETING

6:30 pm October 11, 2017

#### Canyon Club

#### I. Call to Order:

- A. At 6:32 pm meeting was called to order by President Paul Feist. Bill Heath, Jan DeMay and Jim Cochran apologized for not being able to attend.
- B. Quorum was met and verified, with attendance recorded.

#### II. BOARD MEMBERS/GUESTS:

- A. PRESENT: President Paul Feist, Vice President Herb Wright, Secretary Marilou Cochran, Membership Director Ann Harris Davidson, Covenants Director Jim Church, Parks and Open Space Director Steve Brugge, Publications Director Laura Siegel, and Security, Overflights & Roads Director Mary Paull.
- B. **BOARD MEMBERS EXCUSED:** Bill Heath, Jan DeMay and Jim Cochran.
- C. **GUESTS:** Cathy Loveday, Ernest Christman.

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

IV. **Review of September 12 meeting minutes:** Steve Brugge made a motion to approve the September minutes, the motion was seconded. Motion Approved.

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

- A. **President:** Paul Feist – asked to include the following items;
  - 1. County Report status: Marilou sent the Annual Report to Bernalillo County, August 28, 2017, receipt was acknowledged by letter.
  - 2. Candidates for 2018 FHVA Board of Directors – Paul appointed Cathy Loveday Chairman of the Nominating Committee
- B. **Vice President:** Herb Wright
  - 1. Update of By-laws and Standing Rules – status report – The Bylaws committee met and began work on changes. Ann provided a list of Directors titles she believes would better serve the community (deleting some and adding some). There was discussion regarding these changes followed by Ann making a motion to include these new titles with each positions' function. Motion was seconded and approved. A special meeting will be held 6:30pm Tuesday October 17th at the Canyon Club for the entire BoD to review and approve changed titles and description of duties for Board members. Additionally, Herb made a motion to change the title of board members from Director to Member. Motion was seconded and approved.

2. Herb spoke with representatives from the IRS and Secretary of State's office to determine what needs to be done for FHVA to be in good standing as a nonprofit organization. The IRS representative advised him of forms required and said the fine would be between \$450.00 and \$1,000.00 (much less than previously suggested). The Secretary of State's office representative stated that we will be required to submit an e-check (for a sum yet to be determined) as well as articles of incorporation, old and new copies of Standing Rules and Bylaws and meeting minutes showing the vote to change the name.

C. **Treasurer:** Bill Heath -Marilou submitted Bill's treasurer's report in his absence

1. Checking account balance = \$10,412.38
2. Money market = \$23,446.03.
3. A check was written to Ann for \$24.70 for office supplies.
4. Signatories Bill Heath and Paul Fiest, have been updated on FHVA bank accounts.
5. Ann stated she has received several checks to transfer to the treasurer from membership renewal and will deliver them to Bill's home to be deposited in the checking account.

D. **Secretary:** Marilou Cochran

1. Consider dates for FHVA Annual Meeting in January: The board members tentatively decided on Saturday January 20, 2018 for the date of the annual meeting. Paul will coordinate with the Canyon Club to reserve the room and find out cost. If the Canyon Club cannot meet our needs (date and/or cost), we will consider other options. Unfinished Business
2. Purchase of stationery reflecting name change? We have a paper box nearly full of stationery (letterhead and envelopes) with the old name, FHVHA, probably purchased years ago. Marilou asked if the Board wanted to purchase letterhead and envelopes with the new name, FHVA. It is expensive and not used very often. The Board decided it was not necessary.

E. **Membership:** Ann Harris Davidson

1. Total association membership was 535 individual members, from 300 households.

F. **Architectural Control:** Jim Cochran – Marilou reported in Jim's absence

1. 712 Stagecoach Ln. owner has had asphalt driveway poured and gate installed on the front and side of his home. He is the same homeowner who plotted out unpermitted home sites that had no water, sewer or power accessibility behind the house. Jim contacted the city who agreed to send an inspector to talk to Mr. Chavez, the home owner.

2. 905 Warm Sands Rd. A neighbor called to inquire if construction being done at this residence was permitted, as they have not posted the permit as required and the extensive work being done is causing problems for the neighbors. Jim met with a city inspector at the house and the inspector verified it was permitted and is not in violation of city code.

**G. Covenants:** Jim Church

1. 1500 Stagecoach Ln. (see attachment) Michael Ponsateri contacted Jim to ask if there is anything he can do to prevent his neighbor from parking his boat in such a way that obstructs his view. Jim advised him to talk to his neighbor, his reply was they haven't spoken in years.

2. 1612 Sagebrush Ct. (see attachment). Joan Costello called on behalf of neighbor across the street about an RV parked on the side yard obstructing view. Jim advised her it is permitted by city code and not prohibited by covenants.

**H. Publications:** Laura Siegel –

1. Chronicle is ready to be published except for the BoD Presidents' article (which was promised to be submitted ASAP) and new position names and job descriptions, which should be ready after Special meeting Tuesday October 17.

2. The Directory should be out this week. Ann and Laura worked together to verify, correct information for the Directory.

**I. Parks & Open Space:** Steve Brugge

1. Steve reviewed the latest Open Space Advisory Board meeting, and stated there was nothing noteworthy to report.

**J. Security, Overflights & Roads:** Mary Paull

1. Nothing to report

**K. Real Estate & Public Relations:** Jan DeMay – Jan gave Laura data for report in her absence;

1. Active Properties - average price per sq. ft. \$123.00

2. Current listings - 19

**L. Planning & Development:** Jim Cochran - absent

1. Nothing to report.

**VI. Unfinished Business**

**A. By-laws Subcommittee.** Herb Wright, Chairman,

1. Herb discussed the information he received from the Office of Neighborhood Coordination regarding updating the Bylaws and Standing Rules. A draft will be ready for review by this board for the Special meeting, Tuesday October 2017. Unfinished Business.

2. Due to lack of time this item was not addressed at this meeting but must be accomplished ASAP. An audit needs to be made of our accounts. We need to contract a CPA or someone with a financial background to perform this audit. Unfinished Business.

**VII. New Business**

**VIII. Guest:**

A. Although not on the agenda, guest Cathy Loveday spoke about her role as Chair of the nominating committee and responsibilities of the committee according to parliamentary procedure. She has not chosen committee members, yet but will as soon as possible. Ann will give Cathy the names of those who volunteered to serve when submitting their membership form.

**IX. Announcements**

A. Special BoD meeting to approve Board Member title changes, 6:30 pm Tuesday October 17, at the Canyon Club

B. Annual Meeting tentative date January 20, 2018

**X. Adjourn**

A. Jim Church made a motion for the meeting to adjourn, it was seconded. Motion was approved and the meeting adjourned at 8.00 pm.

B. **Next Meeting** – Tuesday, November 14, 2017 at 6:30 pm, downstairs at The Canyon Club

Respectfully submitted,

//E-Signed//  
Marilou Cochran,  
Secretary