

Alvarado Gardens Neighborhood Association Board Meeting  
February 3, 2020

Members present

Diana Hunt - President, Bob Poyourow - Vice President, Yolanda Homann - Treasurer, Jill Schneider - Secretary, Bruce Baumgartner, Mike Dexter, Jimm Palmer, Jennifer James, Carolyn Siegel, Kathy Chilton, LeRoy Lehr, Melissa Moffit, and Dana Alterman (Guest).

1. The meeting was called to order at 6:30 pm by President, Diana Hunt.
2. The Agenda was submitted and approved.
3. The corrected minutes of November 4, 2019 were submitted and approved.
4. The Treasurer's report was presented by Treasurer Yolanda Homann.
  - a. As of 10/31/2019, there was a balance of 997.41.
  - b. This balance was reduced by \$15.00 (\$5.00 monthly for November, December and January) as the bank began charging a \$5.00 monthly service charge.
  - c. Balance as of February 2020 was \$977.41.
  - d. The treasurer suggested that we find a new bank that did not charge a service charge if our balance was less than \$1000. Our previous bank did not charge a service charge if we maintained a \$500.00 balance.
  - e. It was moved and seconded that the Treasurer and Vice President seek a new bank and open a new checking account without service charges by the end of February.
5. Presentation of Board Member Handbook
  - a. This handbook was created by Jennifer James, Melo King, Diana Hunt and Jill Schneider.
  - b. The handbook is intended to explain why the board exists, what the duties of AGNA board members are and some standard operating procedures.
  - c. The handbook has 8 parts:
    - i. Mission
    - ii. Roles and Duties including Potential Roles for one-time activities and things volunteers might do to participate.
    - iii. Structure of Board Meetings.
    - iv. Guidelines for Board Liaisons.
    - v. Standard Operating Procedures – i.e. block party, Great American Clean Up, Annual Meeting, etc.
    - vi. How to prepare the Treasurer's Report and how the Treasury of AGNA works.The Handbook will be electronic and accessible to the Board Members.
  - b. Discussion ensued including whether the handbook should be:
    - i. Available to all members of AGNA or just the Board Members.
    - ii. Whether it would contain proprietary information (we have none).
    - iii. If the paragraph explaining the role of Liaison should be under Responsibilities of Board members or under Guidelines for Liaisons (the latter).
  - c. The Board agreed:

- i. to include standards of being non-political and non-commercial into the handbook. Furthermore, this should happen and be placed into the mission statement at the beginning of the handbook.
      - ii. That Special projects and Volunteer activities be added as a ninth section.
      - iii. The Handbook would be completed and available by the Annual Meeting in March and that we should move forward with the Handbook as an evolving and enduring document and continue to tweak it as necessary.
      - iv. These suggestions were submitted for approval, moved and seconded. The handbook will be ready by the March Annual meeting and will also be ready electronically before the meeting so that Board members may review and correct it.
6. Nominating Committee Report – Bob Poyourow.
  - a. There is one new candidate found at this time. (Dana Atherton - present)
  - b. How many do we need? Bob explains the 2 revolving slates of 1-year and 2-year candidates.
  - c. Jennifer, Jimm and Mike agreed that their terms were for one year, that they will be able to run for a new 2-year term in March.
7. Vicente Quevedo Committee Follow Up Report – Mike Dexter
  - a. Vicente Quevedo, from the city of Albuquerque, made a presentation to our group in the summer and presented several ideas to make AGNA more effective, valuable and responsive to the people in the neighborhood. A committee was formed to evaluate these ideas and decide which to implement. Committee was headed by Mike Dexter.
  - b. The suggestions fell into 3 categories:
    - i. Ways to retain members
      1. Train everyone to be ready to be in recruitment mode to get new members.
      2. Create an “elevator” speech everyone can use to explain what AGNA is.
      3. Form a task force to develop a clear simple statement to be put on the website.
      4. Review the system every 5 years.
    - ii. Ways to create value for members
      1. Information to make the web site of AGNA known and easy to access for everyone at all levels of techno ability.
      2. “Welcome to the Neighborhood” kits to include addresses of local businesses and healthcare offices, information about AGNA, information about nearby schools, etc., subject to reservation about commercial use and geographical boundaries.
      3. Welcome Kits could be both physical and electronic.
      4. Sample of such a kit could be available for display and suggestions at the Annual Meeting in March.
    - iii. Available resources from the city.
  - c. Mike requested people form 2 task forces around these ideas.

1. Elevator (Ditch) Speech, mission and purpose group.
2. Value and welcome packet group.

8. Annual Meeting Preparation

- a. Meeting will be held at the Children's Grief Center
- b. March 28, 2020, 12:30 – 3:30.
- c. Pie will be featured.
- d. Neighborhood will be notified by Door Hangers by signs in strategic locations.
  - i. Door Hanger Committee - Diana, Kathy, Yolanda
- e. Program will include:
  - ii. Agenda
  - iii. Update on Candelaria Farms Nature preserve (CFNP)
  - iv. Local political figures
  - v. Wildlife Rescue organization near the Nature Center
  - vi. Heather MacCurdy from the Nature Center

9. Old Business

- a. Candelaria Farms Nature preserve Update - Carolyn Siegel
  - i. After 3 years, a draft of the new Resource Management Plan that follows the guidelines of the Water Soil and Land Conservation has been submitted to the city via the Open Space Advisory Board. The Plan was approved by the City Council.
  - ii. A copy of The Plan can be found on the city webpage.
  - iii. The neighborhoods will be asked and encouraged to work on ongoing plans and projects.
  - iv. A Foundation to support the CFNP will be created.
  - v. Everyone is encouraged to contact the state legislators and city and county council members to gain support for CFNP.
- b. Traffic Committee
  - i. Posted speeds along Candelaria are currently 25 mph – the Board wondered if it was possible to get the speed lowered like the Bicycle Boulevard along Mountain.
  - ii. Speeders are, by and large, parents with children in the back seats, bringing their children to La Puerta de los Ninos Elementary School.
  - iii. Flyers about traffic safety have been designed by Kathy Chilton and helpers and these will be given to all parents of students at the beginning of each year or upon enrollment.
- c. Tiling the concrete boxes
  1. This project is moving forward.
  2. Artists are being organized to work on designs.
- d. The dilapidated homes on Ora Vista
  - i. Bob has been working with these neighbors. It is a complex family situation. He is endeavoring to help solve the trash issues without resorting to official channels – using a neighborly approach. This is still on-going.

10. New Business

- a. Dogs killing chickens
  - i. Jimm Palmer reports that all is well. Problem with the dog that killed the chickens has been resolved to everyone's satisfaction.
- b. Albuquerque Backyard Nature Refuge Project
  - i. Information was distributed.
  - ii. Connected to UNM
  - iii. More to come
- c. The Porching Project will begin in the spring and summer. More details to follow.

11. The Meeting was adjourned at 8:30 pm.