

BOARD MEETING MINUTES
SHHA Monthly Board Meeting OCTOBER 13, 2021, at 6:30 PM

Prepared by Betsy Rodriguez

1. CALL TO ORDER: The monthly SHHA Board Meeting was called to order by the President at 6:47 PM via Zoom meeting. A quorum was present.
2. ROLL CALL: (P- Present; A-Absent, E-Excused)

	P	A	E		P	A	E		P	A	E
President – Roger Hagengruber	X			David Crossley	X			Hugh Prather	X		
Vice President – Susan McCasland	X			Elizabeth Edgren			X	Bob Thomas	X		
Secretary – Martin Kirk	X			Tracey Goodrich	X						
Treasurer – Randy Tripp	X			Robert Hare	X						
Dale Arendt	X			Fenton McCarthy	X						
Joe Boyce			X	Mike Pierce	X						

Guest(s): Jill Janov-Kelly
Ms. Janov-Kelly was welcomed to the meeting.

3. SEPTEMBER MEETING MINUTES APPROVAL: The September 8, 2021, Board Meeting Minutes were emailed to the Board on September 13, 2021. A motion was made and seconded to approve the minutes.

Motion: To approve the September 8, 2021, Board Meeting Minutes.
Approved - Unanimous 2021-10-13-1 GEN

4. OFFICER REPORTS:
 - a. President (Roger Hagengruber):
 - (1) Holiday Schedule: At the Executive Committee meeting, it was decided that the office will be closed on Thursday, November 25 and Friday, November 26 for Thanksgiving. The office will also be closed for a week between Christmas and New Year’s. Details on the specific dates are forthcoming.
 - (2) 2022 Annual Meeting: The annual meeting will be discussed in more detail in the next few months. The meeting will be a Zoom based meeting. Any comments or suggestions from the Board should be submitted to Roger, Susan, or the office staff.
 - (3) ACC Guidelines and Legal Status: Roger reiterated that the ACC Guidelines that were approved at the August Board Meeting are now a community document with legal status. Susan McCasland will do a follow up to the ACC October GRIT article in the November GRIT.
 - b. Vice President (Susan McCasland): No Report.

- c. Secretary (Martin Kirk):
 - (1) The September 8, 2021, Board Meeting Minutes were distributed via email on September 13, 2021.
 - (2) The October GRIT was approved by Roger Hagengruber on September 21, 2021.
- d. Treasurer (Randy Tripp):
 - (1) The September financial reports were emailed to the Board for review on October 8, 2021. A motion was made and seconded to accept the financial reports as distributed.

Motion: To accept the September financial reports as distributed.
 Approved - Unanimous

2021-10-13-2 FC

- (2) 2022 Draft Budget (Executive Session): A motion was made and seconded to move into Executive Session.

Motion: To move into Executive Session.
 Approved - Unanimous

2021-10-13-3 FC

Executive Session began: 6:59 pm
 Executive Session ended: 7:11 pm

A motion was made and seconded to approve the 2022 Draft Budget.

Motion: To approve the 2022 Draft Budget.
 Approved - Unanimous

2021-10-13-4 FC

5. COMMITTEE REPORTS:

- a. Architectural Control Committee (ACC) (David Crossley):
 - (1) The September 15 and October 6 minutes were emailed to the Board.
 - (2) ACC application approvals for September: 30
 - (3) GRIT article for the October issue: Adding Some Clout to the Architectural Control Committee
 - (4) Committee Membership: 7 members.
 - (5) Request for EC/Board Action: None.
 - (6) **David Crossley:** Will submit an article regarding the ACC Guidelines, as a Community Document. **Article in the October GRIT; Action Item CLOSED.**
 - (7) **David Crossley:** An additional article will be submitted detailing the legal status of the ACC Guidelines. **Action Item Open.**
 - (8) **David Crossley:** Will submit a GRIT article on sheds. **Action Item Open.**
 - (9) ACC Guidelines: We are in the process of revising the guidelines to bring them up to current standards in various areas.
 - (10) **David Crossley:** Will submit a GRIT article that will summarize some of the actions dealing with the most egregious violations. **Action Item Open.**
- b. Covenant Support Committee (CSC) (Bob Thomas):
 - (1) A meeting was held on October 5.
 - (2) There are currently 11 complaint files open.
 - (3) As of October 4, 7 files have been closed.
 - a. 2 – RVs removed

- b. 5 – 3 Trees, along with 1 van and 1 maintenance of property complaints not valid
 - (4) GRIT article for the October issue: Procedures for Property Owners to Amend Their Unit Covenants
 - (5) Strategic Planning: Update to the Charter is in progress. Once completed, it will be submitted to the Board for review.
 - (6) Committee Membership: 7 members. Pamela Mitchell has resigned from the committee.
 - (7) Request for EC/Board Action: None.
- c. Community Service & Membership Committee (CS&M) (Elizabeth Edgren):
- (1) The Committee met September 29, and the minutes were emailed to the Board October 4.
 - (2) New volunteer on the Committee Vicki Criel was welcomed at that meeting.
 - (3) GRIT article for October issue: Let’s Talk Ideas! By Hugh Prather, introducing Committee initiative to host Zoom seminars on a variety of community-building topics.
 - (4) Committee Membership: 5 members; would love a few more to enable coordination of community activities.
 - (5) Strategic Plan: Have a draft revision of the Committee charter ready for final committee approval before submitting to the Board.
- d. Communications & Publications Committee (C&P) (Susan McCasland):
- (1) The layout for the November 2021 GRIT is in progress. Board members have until close of business day Monday, October 11 to submit articles.
 - (2) GRIT articles for the October issue: Monthly Fun Fact; Time is Running Out, Send in Your Photos Now!; SH Tips & Hacks; worked with ABQ Journal writer for permission to reprint her article on Domingo Baca.
 - (3) Committee Membership: 5 members.
 - (4) A meeting was held September 20th. The single topic was updating the SHHA website. Ryan Showers, our web designer, attended the meeting.
 - (5) Request for EC/Board Action: None.
- e. Parks & Safety Committee (P&S) (Joe Boyce)
- (1) The September 28 minutes were emailed to the Board on October 6.
 - (3) GRIT article for the October issue: Invasive Plants and Trees
 - (4) **Joe Boyce:** Will submit a few articles regarding fire prevention/fire danger signage, ways to help the community clean up some of the yards and bigger brush, right of way, and easement responsibilities. **Action Item Open.**
 - (5) Committee Membership: 6 members.
 - (6) Request for EC/Board Action: None.
- f. Nominating Committee (NC) (Susan McCasland):
- (1) Posted a recruiting notice for BOD members on Nextdoor.com (October 4)
 - (2) Board membership: Now is a good time for potential new board members to notify the Committee of their interest. This would also allow the Committee time to interview the candidate and have their information (bio’s) available for the SHHA membership to vote on at the annual meeting.
 - (3) Nominations for officer positions: Board members are asked to think about becoming a candidate for an officer position.
6. UNFINISHED BUSINESS: Action Items from last Board Meeting:
- a. **Board:** Was asked to reach out to their neighbors and encourage them to become involved in their community by joining the Board. Anyone interested should contact Susan. **OPEN**
 - b. **Committee Chairs:**
 - 1.) Inventory boxes of hardcopy documents in the office storage room. **Update:** This task is in progress. **OPEN**

- c. **David Crossley:** Respond to questions:
 - 1.) I am seeing more sheds being placed in public view and not in the rear yards adjacent to the home. Why are they now being allowed in the front view and sides? **OPEN**
 - 2.) The SHHA website has additional documents that have been created beyond what is filed with Bernalillo County. These documents include the landscaping guidelines. While these documents may be informational, how can they be enforceable by the Covenant and Architectural Control Committees given that they are not part of the official covenants?
Update: The guidelines were approved at the August Board meeting as a Community Document. David will send a response to the homeowner that asked this question. **OPEN**
- d. **Board:** Was asked to consider volunteering to review and revise the Bylaws. Anyone interested should contact Roger Hagenruber. **Update:** Roger is in the process of making updates to areas of the Bylaws. The proposed revisions will be sent to the Board for review by November. **OPEN**
- e. **Roger Hagenruber:** Respond to homeowner regarding homelessness in Sandia Heights. Contact Walt Benson, Bernalillo County Commissioner for District 4 on behalf of the Sandia Heights Community. **OPEN**
- f. **Roger Hagenruber:** Will draft a written policy to follow when guests attend a board meeting. This draft will be sent to the Board for review. **OPEN**
- g. **Randy Tripp:** Will contact the Committee Chairs, sometime in June, regarding their budgets for 2022. **Update:** Task completed. **CLOSED**
- h. **Bob Thomas:** Contact the Committee Chairs and arrange a meeting to discuss the strategic plan status. **OPEN**

7. NEW BUSINESS: None.

8. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **Susan McCasland:** Will do a follow up to the ACC October GRIT article.

9. ANNOUNCEMENTS: None.

10. NEXT MEETING: The next Board meeting is scheduled for November 10, 2021, at 6:30 pm via Zoom Meeting.

11. ADJOURNMENT: 7:47 pm.

Roger Hagenruber, President

Date

Martin Kirk, Secretary

Date

Signatures on file in the SHHA Office