

BOARD MEETING MINUTES
SHHA Monthly Board Meeting December 8, 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 6:36 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): Marlene Flor

3. NOVEMBER MEETING MINUTES APPROVAL: The November 10, 2021, Board Meeting Minutes were emailed to the Board on November 18, 2021. A motion was made and seconded to approve the minutes.

Motion: To approve the November 18, 2021, Board Meeting Minutes.

Approved - Unanimous

2021-12-8-1 GEN

4. OFFICER REPORTS:

a. **President (Roger Hagengruber):**

- (1) Agenda for 2022 Annual Meeting: Since there were no questions/comments regarding the agenda, no discussion was held. A motion was made and seconded to approve the 2022 Annual Meeting Agenda.

Motion: That the Board approve the 2022 Annual Meeting Agenda, as submitted to the Board.

Approved - Unanimous

2021-12-8-2 GEN

- (2) 2022 SHHA Annual Meeting Procedures: Since there were no questions/comments regarding the procedures, no discussion was held. A motion was made and seconded to approve the 2022 Annual Meeting Procedures of Conduct.

Motion: That the Board approve the 2022 Annual Meeting Procedures of Conduct, as submitted to the Board.

Approved - Unanimous

2021-12-8-3 GEN

(3) Finalization and Presentation of the Bylaws: Roger Hagengruber and the office staff will work on the proposed revised Bylaws. Once completed, they will be ready for review and approval by the Board. They will be presented to the SHHA membership for ratification at the annual meeting.

b. **Vice President (Susan McCasland):** No Report

c. **Secretary (Martin Kirk):**

(1) The November 10, 2021, Board Meeting Minutes were distributed via email on November 18, 2021.

(2) The December GRIT was approved on November 17, 2021.

d. **Treasurer (Randy Tripp):**

(1) The November financial reports were emailed to the Board for review on December 6, 2021. A motion was made and seconded to accept the November financial reports as distributed.

Motion: To accept the November financial reports as distributed.

Approved - Unanimous

2021-12-8-4 FC

5. COMMITTEE REPORTS:

a. **Architectural Control Committee (ACC) (David Crossley):**

(1) The November 24th and December 1st minutes were emailed to the Board.

(2) ACC application approvals for November: 20

(3) GRIT article for the December issue: Non-members Are Bound by Covenants

(4) Committee Membership: 7 members.

(5) Request for EC/Board Action: None.

(6) **David Crossley:** Will submit a GRIT article on sheds. **Action Item Open.**

(7) **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 December 7.

(2) As of December 3, there are currently 12 complaint files open.

(3) As of December 3, 4 files have been closed.

a. 1 – Trash/recycle bins in view

b. 1 – Basketball backboard in view

c. 1 – Unshaded lights

d. 1 – Maintenance of property

(4) GRIT article for the December issue: Trash Bins Are an Eyesore!

(5) Strategic Planning: Updated Charter is completed; we plan to submit the final form to the EC and the Board in January.

- (6) Committee Membership: 7 members.
- (7) Request for EC/Board Action: None.

c. Community Service & Membership Committee (CS&M) (Elizabeth Edgren):

- (1) Committee met November 17th; Minutes were emailed to the Board November 22nd.
- (2) GRIT article for December issue: SHHA Key Tags, Anyone?
- (3) Zoom webinar hosted by Hugh Prather on December 2nd on how to establish a little neighborhood lending library.
- (4) Committee Membership is now at 4: Joe Boyce is no longer on the committee. We need a few more volunteers to enable coordination of community activities.
- (5) Strategic Plan: Revision of the Committee charter is ready for EC and Board approval. It will be presented at the January meeting.
- (6) Request for EC/Board Action: None.

d. Communications & Publications Committee (C&P) (Susan McCasland):

- (1) The layout for the January 2022 GRIT is in progress. Board members have until close of business day Friday, December 10 to submit articles.
- (2) GRIT articles for the December issue: Don't Feed Our Deer, December Holidays, Monthly Fun Fact
- (3) Committee Membership: 5 members.
- (4) No meeting was held this month.
- (5) Request for EC/Board Action: None.

e. Parks & Safety Committee (P&S) (Joe Boyce)

- (1) The November 30 minutes were emailed to the Board.
- (2) GRIT article for the November issue: None
- (3) Committee Membership: 5 members. Judy Durzo has resigned from the committee; she will be missed. Her drive and interest in improving our community are much appreciated.
- (4) Letter in the January GRIT: The letter sent to our State Representative, State Senator and our District 4 County Commissioner regarding the barriers installed on Tramway Blvd. will be published in the January GRIT.
- (5) Request for EC/Board Action: None.

f. Nominating Committee (NC) (Susan McCasland):

- (1) Board membership: Posted an announcement in the December GRIT to allow election of a Board candidate at the Annual Meeting.
- (2) Statement of Interest: A Statement of Interest was received from Rick Thomson. The Nominating Committee interviewed him on December 6 and recommends unanimously bringing his nomination before the Board for approval. A motion was made and seconded that Rick Thomson be nominated for a term of three years on the SHHA Board of Directors, to be voted on by the membership at the Annual Meeting in February 2022.

Motion: That Rick Thomson be nominated for a term of three years on the SHHA Board of Directors, to be voted on by the membership at the Annual Meeting in February 2022.

Approved – Unanimous

2021-12-8-5 NC

- (3) Nominations for officer positions: Per the Bylaws, Section 4.2 the election of Officers-elect shall be conducted at the December meeting by a majority vote of a quorum of the Board. The Officers-elect shall take office immediately following the end of the February Annual Meeting. The slate of officers was presented to the Board. President: Roger Hagengruber; Vice President: Dale Arendt; Secretary: Martin Kirk; Treasurer: Randy Tripp. A motion was made and seconded.

Motion: That the slate of officers of the SHHA Board of Directors, to be presented to the membership at the Annual Meeting in February 2022, be as follows:
President: Roger Hagengruber; Vice President: Dale Arendt; Secretary: Martin Kirk; Treasurer: Randy Tripp

Approved – Unanimous

2021-12-8-6 NC

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. Betsy will email those Committee Chairs/Officers still pending to review the file boxes. **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? Emailed response November 15. **CLOSED**
 - 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 Hagengruber. **Update:** Roger has drafted updates to areas of the Bylaws. The proposed revisions were sent to the Board. The review/revisions/comments are due by November 30. **OPEN**
- e. **Roger Hagengruber:** 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 Hagengruber:** Will draft a written policy to follow when guests attend a board meeting. This draft was sent to the Board for review. **Update:** The policy is completed and will be posted in the GRIT. Posted in the December GRIT. **CLOSED**
- g. **Bob Thomas:** Contact the Committee Chairs and arrange a meeting to discuss the strategic plan status. **OPEN**
- h. **P&S:** Draft a letter regarding the bollards on Tramway Blvd.; to be mailed to our State Representative, State Senator, and District 4 County Commissioner. Mailed letters November 17, 2021. **CLOSED**
- i. **P&S:** Letter regarding the bollards to be published in a future GRIT. **OPEN**

7. **NEW BUSINESS:** None.
8. **ACTION ITEMS RESULTING FROM THIS MEETING:** None.
9. **ANNOUNCEMENTS:** None.
10. **NEXT MEETING:** The next Board meeting is scheduled for January 12, 2021, at 6:30 pm. via Zoom Meeting.
11. **ADJOURNMENT:** 7:36 pm.

Roger Hagengruber, President

Date

Martin Kirk, Secretary

Date

Signatures on file in the SHHA Office