

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting July 13, 2022, 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 6:37 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			Susan McCasland	X		
Vice President – Dale Arendt	X			Elizabeth Edgren	X			Kathleen McCaughey	X		
Secretary – Martin Kirk			X	Tracey Goodrich	X			Hugh Prather	X		
Treasurer – Randy Tripp	X			Robert Hare			X	Bob Thomas	X		
Joe Boyce			X	Fenton McCarthy			X	Rick Thomson			X

Guest(s): Marlene Flor and Marsha Thole

3. **CONSENT AGENDA APPROVAL:**
  - a. June Meeting Minutes Approval
  - b. Secretary’s Report
  - c. Treasurer – June Financial Reports
  - d. Architectural Control Committee (ACC) Report.
  - e. Covenant Support Committee (CSC) Report.
  - f. Community Service & Membership (CS&M) Report.
  - g. Communications & Publications Committee (C&P) Report.
  - h. Environment and Safety (E&S) Report.

A motion was made and seconded to approve the July 13, 2022, Consent Agenda. No discussion was held.

Motion: To approve the July 13, 2022, Consent Agenda.  
 Approved - Unanimous 2022-7-13-1 GEN

4. **JUNE MEETING MINUTES APPROVAL:** The June 8, 2022, Board Meeting Minutes were emailed to the Board on June 14, 2022 and is part of the Consent Agenda.
5. **Guest Marsha Thole:** The floor was given to Ms. Thole for five minutes. She had comments regarding “no report” on the Officer and Committee Reports of the agenda and wanted clarification. Comments were made on the consent agenda, the financials, SHHA member communication with the Board, and the statement of work for the website/database, C&P committee, and the status on the drag racing in the community.

The floor was open for five minutes to members of the Board to ask questions of clarification on any of the comments/questions from Ms. Thole. Roger addressed the process on communication through the Executive Committee. The question of drag racing was addressed later in the minutes. Dale Arendt was acknowledged and given the floor. He responded to the comments regarding “no report” on the agenda, and the consent agenda. Any further discussion was reserved until the end of the meeting.

## 6. OFFICER REPORTS:

### a. President (Roger Hagengruber):

#### (1) Procedures for attendance of guests at SHHA board and committee meetings:

A motion was made and seconded that the Board approve including the Procedure for Attendance of Guest at the SHHA Board and Committee Meetings to the SHHA Policies & Guideline for Board, Staff, and Committee Members and to the SHHA Rules and Regulations for the Association. Discussion was held. Susan will publish this procedure in the August GRIT newsletter.

Motion: That the Board approve including the Procedure for Attendance of Guest at the SHHA Board and Committee Meetings to the SHHA Policies & Guideline for Board, Staff, and Committee Members and to the SHHA Rules and Regulations for the Association.

Approved - Unanimous

2022-7-13-2 GEN

(2) SHHA Policies & Guidelines for Board, Staff, and Committee Members and SHHA Rules and Regulations for the Association: The office will send both documents to the Board for review. The Committee Chairs should review these documents with their committee members and make any revisions/updates to their portion of these documents.

(3) Notary service: It was decided that the notary service offered at the SHHA office will be available Tuesday through Thursday by appointment only. Any SHHA member needing this service should contact the office to schedule an appointment. This information will be posted on the website, in the next GRIT newsletter, and on the office front door. This change will take effect August 1, 2022.

### b. Vice President (Dale Arendt): No Report.

### c. Secretary (Martin Kirk):

(1) The June 8, 2022, Board Meeting Minutes were distributed via email on June 14, 2022.

(2) The July GRIT was approved on June 20, 2022.

### d. Treasurer (Randy Tripp):

(1) The June financial reports were emailed to the Board for review on July 8, 2022.

## 7. COMMITTEE REPORTS:

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

(1) The June 15<sup>th</sup> and July 6<sup>th</sup> minutes were emailed to the Board.

(2) ACC application approvals for June: 26

(3) GRIT article for the July issue: None.

(4) Committee Membership: 7 members. Tracey has resigned from the Committee. We hope to have her back in the near future.

(5) We have a legal action in progress.

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

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

(8) **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 July 5<sup>th</sup>.
  - (2) As of July 1<sup>st</sup>, 1 file has been closed.
    - a. 1 – Trailer
  - (3) As of July 1<sup>st</sup>, there are currently 19 complaint files open.
  - (4) GRIT article for the July issue: None, an article on snakes by Kate Fry was republished.
  - (5) Committee Membership: 8 members.
  - (6) Request for EC/Board action: None.
  
- c. Community Service & Membership Committee (CS&M) (Elizabeth Edgren):
  - (1) The Committee met on June 29<sup>th</sup>; minutes were emailed to the Board on July 8<sup>th</sup>.
  - (2) GRIT article(s) for the July issue: Memories from the SHHA Members Appreciation Event on June 5<sup>th</sup> (pictures).
  - (3) Committee Membership: 3 members. We are in need of more members.
  
- d. Communications & Publications Committee (C&P) (Susan McCasland):
  - (1) There was no committee meeting this month.
  - (2) The layout for the August 2022 GRIT is in progress. Submissions need to be in by COB Monday, July 11<sup>th</sup>.
  - (3) GRIT articles for the July issue: Unprecedented Fire Season—Please Be Careful!; Dogs, Dogs, Dogs...; Monthly Fun Fact; SH Tips & Hacks: Keeping Your House Cool This Summer; A Few of Last Year’s Submissions for the Directory Photo Contest; Photo Contest announcement. If you have a tip/hack or a fun fact or two, send them to Susan.
  - (4) Committee Membership: 5 members.
  - (5) Copyright saga: Contacted FireSafe Marin, the organization using the disputed photo and from whom we obtained it. They have had interactions from PicRights and their legal team as well, and advised us of the applicable U.S. copyright law, “fair use,” under which they, and we, are legally permitted to use the photo in the manner in which we have. Mr. Rich Shortall, the Executive Coordinator of FireSafe Marin, stated, “But that won’t stop the letters. The letters and demands will get increasingly frequent, and the amount they demand will go up. That’s part of the process. But the fact of the matter is, they would have to file a lawsuit in the court in the county where this occurred, and they are not going to do this. This law firm is a scam and is banking on people paying their first low demand in an effort to get them to stop.” We subsequently received another letter, this time from a law firm and upping the amount they want to receive. SHHA replied to the law firm with how the photo was used and the fair-use provisions that apply. We will continue to ignore PicRights and their attorneys unless and until they take this to court, which they undoubtedly will not do.
  - (6) Statement of Work (SOW): Submitted the Statement of Work for website and database refurbishment to Mr. Showers, our webmaster. Added a request that prior to submitting his proposal, he coordinate with Mr. Hare, as discussed at the last Board meeting.
  
- e. Environment and Safety Committee (E&S) (Joe Boyce)
  - (1) The June 28<sup>th</sup> minutes were emailed to the Board on July 5<sup>th</sup>.
  - (2) GRIT article for the July issue: Letter to Mayor Keller on Elena Gallegos Expansion
  - (3) Committee Membership: 8 members.
  - (4) **Joe Boyce:** Will send draft letter regarding the opposition to Elena Gallegos development to the Board for review and final draft to be signed by Roger. The letter to be published also be published in a future GRIT. **Update:** Letter mailed June 24<sup>th</sup> and published in the July GRIT newsletter. **Action Item Closed.**
  - (5) **Joe Boyce:** will publish a future GRIT article on understanding the rules of the road. **Action Item Open.**

- (6) Drag racing: A question was asked earlier in the meeting about the status of the drag racing in the community. A letter will be written by Joe Boyce and Roger Hagengruber, and sent to District 4 County Commissioner, Bernalillo County Sherriff Dept., and to the NM State Police. We hope to get a response and action on this.
- f. Nominating Committee (NC) (Dale Arendt):
- (1) Starting September, the Committee will be actively and aggressively working on recruiting new board members for next year as well as committee members.
8. **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 Dale. **OPEN**
- b. **Committee Chairs:**
- 1.) Inventory boxes of hardcopy documents in the office storage room. Only approximately half a banker's box is pending review. **Update:** Roger has completed this task. Most of the documents have been retained. **CLOSED**
- c. **Elizabeth:** will email Roger and office comments/questions to be discussed and considered during the Bylaws Study Group sessions. **Update:** Emailed CS&M Committee proposal of renters benefits wording for inclusion in the Bylaws to the office which was forwarded to Roger the same day. **CLOSED**
9. **NEW BUSINESS:** None.
10. **BOARD ACTION ITEMS RESULTING FROM THIS MEETING:**
- a. **Susan McCasland:** will publish the Procedure for Attendance of Guest at the SHHA Board and Committee Meetings in the August GRIT newsletter.
- b. **Office staff:** will email the SHHA Policies & Guidelines for Board, Staff, and Committee Members and SHHA Rules and Regulations for the Association to the Board for review and revisions. Committee Chairs to review them with their committees and make updates to their committee's portion as needed.
- c. **Susan McCasland and office staff:** Susan will publish the notary service update on the August GRIT newsletter; office staff will post the information on the website, and on the office front door.
- d. **Joe Boyce and Roger Hagengruber:** will write/send a letter regarding the drag races in our community to District 4 County Commissioner, Bernalillo County Sherriff Dept., and to the NM State Police.
11. **Additional questions/comments from guests:** The floor was open for two minutes for any additional comments from our guests.
- Marsha Thole:** A question was directed to David Crossley, ACC Chair, if it is possible to include in the GRIT, a list of items that were not approved. And include the unit, the reason, and where in the covenants or other documents it is stated. This will help educate the residents.
- David Crossley response:** People who press forward with projects without submitting an ACC application out of our awareness is one thing and is not something that is in our procedure. Someone that may have been disapproved is immediately reapproved once the homeowner realizes what the problem is and revises their application accordingly. The disapprovals are usually only temporary.
- Marsha Thole:** Is anything being done regarding the Bylaws Committee.
- Roger Hagengruber response:** We are asking the attorney to review the bylaws first in order for the attorney to advise us as to what he believes are areas are in need of revisions or of omissions that we may have made. We have all of the revisions that have been made to the bylaws since 2006. We will wait for his reviews and legal opinions before we move forward in assembling a committee to review the current bylaws.

12. **ANNOUNCEMENTS:** The ACC and CSC chairs along with some members of the committees will meet with the new SHHA attorney on Monday, July 18<sup>th</sup>.
13. **NEXT MEETING:** The next Board meeting is scheduled for August 10, 2022, at 6:30 pm at the SHHA office (in person).
14. **ADJOURNMENT:** 7:19 pm.

\_\_\_\_\_  
Roger Hagenruber, President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Martin Kirk, Secretary

\_\_\_\_\_  
Date

*Signatures on file in the SHHA Office*