

# BOARD MEETING AGENDA

SHHA Monthly Board Meeting November 13, 2024, at 6:30 PM

SHHA OFFICE IN-PERSON MEETING AND ZOOM

[HTTPS://US06WEB.ZOOM.US/J/88906740166?PWD=LlcWR9hVCys6JBlHVj4C71YFWyEBZz.1](https://us06web.zoom.us/j/88906740166?pwd=LlcWR9hVCys6JBlHVj4C71YFWyEBZz.1)

Prepared by Trish Lovato

1. **CALL TO ORDER:** The monthly SHHA Board Meeting will be called to order by the President at 6:30 PM.
2. **ROLL CALL:** A quorum must be present. **P: Present; E: Excused; A: Absent**

Officers		Members		Members	
President – Jim Stewart	P	Stan Davis	P	Claudia Mitchell	P
Vice President – Eric Faulring	P	Larry Dragan	P	Randy Tripp	E
Secretary – Martin Kirk	P	Elizabeth Edgren	P	Terry Walker	A
Treasurer – Charles Ewing	P	Joel Jordan	P		
ACC Chair- Phil Krehbiel	P	Heidi Komkov	E		
CSC Chair- Art Romero	P	Kathleen McCaughey	P		

**Staff:**

Trish Lovato PRESENT

**Guest(s):**

Anderson Kressy PRESENT

Diane Barney PRESENT

Brian Hesch PRESENT

Jim Locklin PRESENT

Cindy Locklin PRESENT

Todd Criel PRESENT

Joe Zucal PRESENT

Mary Moya PRESENT

Brian Stangel PRESENT

3. **APPROVAL OF AGENDA FOR November 13, 2024**
  - a. Motion to approve Meeting Agenda and Consent Agenda APPROVED
4. **CONSENT AGENDA APPROVAL:**
  - E&S meeting minutes 10/29/24
  - C&P November meeting cancelled
  - ACC meeting minutes 10/16/24
  - ACC meeting minutes 11/6/24
  - CSC meeting minutes 11/4/24

**5. OFFICER REPORTS:**

**a. President (Jim Stewart):**

- (1) Lease renewal
- (2) BCSO signs
- (3) Wall of art
- (4) Centralized emails

**b. Vice President (Eric Faulring): N/A**

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

- (1) GRIT approved by Eric Faulring

**d. Treasurer (Charles Ewing):**

- (1) Current financials are posted to website.

**6. GUEST COMMENTS: N/A**

**7. COMMITTEE REPORTS:**

**a. Architectural Control Committee (ACC-Phil Krehbiel, Chair):**

**(1) Highlights of activity since last Board meeting:**

- a. Litigation update-Berg case settled, Morales case upcoming
- b. New volunteer on the ACC, Anderson Kressy

**(2) Requests for Board Action: N/A**

**b. Bylaws Revision Special Committee: (Elizabeth Edgren)**

**(1) Highlights of activity since last Board meeting:**

- a. Met on November 1<sup>st</sup>.

**(2) Requests for Board Action: N/A**

**c. Covenant Support Committee (CSC-Arthur Romero, Chair):**

**(1) Highlights of activity since last Board meeting:**

- a. Complaints- Received 1, Closed 0, Open 9
- b. Two new volunteers on CSC, Paul Baumgartner and Richard Referman.

**(2) Requests for Board Action: N/A**

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

**(1) Highlights of activity since last Board meeting:**

- a. Submitted 2025 Budget request to Treasurer.
- b. Monthly committee meeting on October 30<sup>th</sup> to distribute new resident addresses for visits. No other business conducted.
- c. One volunteer has stepped down for several months at least; one new resident has volunteered.
- d. Confirmed date of Annual Meeting with Church of the Good Shepard for February 22, 2025.
- e. Board meeting in February before the annual meeting.

**(2) Requests for Board Action: N/A**

- e. **Communications & Publications Committee (C&P) (Claudia Mitchell):**
  - (1) **Highlights of activity since last Board meeting:**
    - a. C&P committee meeting scheduled Nov 4, was cancelled because Chair ill with Covid.
    - b. Resident Guide and Directory review for change is essentially done.
    - c. Cover photo vote in the next few days
    - d. Budget has been submitted
  - (2) **Requests for Board Action: N/A**
  
- f. **Environment and Safety Committee (E&S) (Kathleen McCaughey)**
  - (1) **Highlights of activity since last Board meeting:**
    - a. Upcoming trash pickup December 7<sup>th</sup> at 9am, if raining or snowing rescheduled for the following weekend.
  - (2) **Requests for Board Action: N/A**
  
- g. **Executive Committee**
  - (1) **Highlights of activity since last Board meeting: N/A**
  - (2) **Request for Board Action: N/A**
  
- h. **Finance Committee (FC) (Charles Ewing)**
  - (1) **Highlights of activity since last Board meeting:**
    - a. Preliminary discussion of 2025 budget
    - b. SHS meeting to discuss processing fee-November 15
    - c. Payroll, Lease, SHS will be further looked into.
  - (2) **Requests for Board Action: N/A**
  
- i. **IT Committee (ITC) (Heidi Komkov)**
  - (1) **Highlights of activity since last Board meeting:**
    - a. This month we decided to support any SHHA volunteer who desires an email inbox / Microsoft 365 account to get one: [first.lastname@sandiahomeowners.org](mailto:first.lastname@sandiahomeowners.org). This is useful for separating personal email from HOA correspondence, and for sharing files. So far we have 3 volunteers with their own accounts: Stan Davis (board & other), Jim Sorenson (C&P), Stephen Baca (CSC).
    - b. Board: please review the attached email and filesharing FAQ. Eric will be able to answer questions at the meeting.
    - c. We would like to work with a representative from the CSC and ACC to better understand committee procedures. There is likely room for improvement in streamlining case/issue management in both committees, to increase transparency and to reduce office work burden. Options include improving the way applications/complaints are handled on the website, or exploring the use of different cloud-based software.
  - (2) **Requests for Board Action: N/A**

j. **Nominating Committee (NC) (Eric Faulring)**

(1) **Highlights of activity since last Board meeting:**

- a. Art, Elizabeth and Eric interviewed a great candidate this month, Cathy Yandell, who has joined the CS&M committee, and plans to come to the December Board meeting for consideration by the Board for a Director position.

(2) **Requests for Board Action:**

- a. Consider Board candidate, Anderson Kressy, who joined the ACC on November 6<sup>th</sup>. See statement of interest and motion to elect attached. Was on the SHHA Board for 1.5 years in 2012.
- b. 12 yes votes to elect Anderson Kressy to the Board.

8. **EXECUTIVE SESSION to discuss ongoing litigation entered at 7:22 pm, exited at 7:49 pm.**

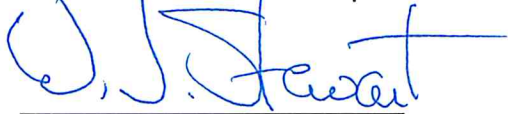
9. **UNFINISHED BUSINESS: N/A**

10. **NEW BUSINESS: N/A**

11. **ANNOUNCEMENTS: N/A**

12. **NEXT MEETING:** The next Board meeting is scheduled for December 11, 2024.

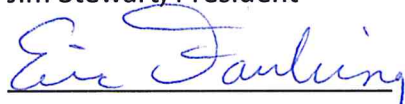
13. **ADJOURNMENT: 7:49 pm**



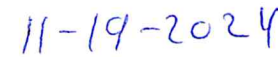
Jim Stewart, President



Date



Eric Faulring, Vice President



Date

X  Board of Directors

Date Motion Emailed:

Executive Committee

Committee: ACC CSC CPC CS&M FIN E&S NOM

**SHHA MOTION FORM**

STATING A MOTION, please remember:

- Who will follow through on the action? – President, Board, individual, Committee?
- If the action requires “reporting back” or completion—to whom? when?
- If money is involved, how much? Are funds available? How will it be financed?
- If a committee is involved, which one? Is its task to: Consider, Investigate, Act?
- If a special committee (ad hoc) is to be formed, who will chair it, number of members, its specific task (which can’t fall within the assigned function of an existing standing committee), and its anticipated termination date?
- Use the 5 W’s: Who, What, When, Where, Why (& How, How Much) as necessary.

I,  Eric Faulring , move that: we the board elect Anderson Kressy to the SHHA Board of Directors as an interim director.

EXPLANATION/JUSTIFICATION (if necessary): See statement of interest attached.

Signed:  Eric Faulring

Seconded:  Arthur Romero

**SECRETARY’S RECORD:**

No.  20  -   -   -   -    
(year - month - day - # - Committee)

(circle) Voting by: Voice Show of Hands  Ballot   
Unanimous Vote? Yes  X  No

Adopted  Postponed Amended Lost Tabled

Referred to Committee (which one) \_\_\_\_\_

**ACTION REQUIRED: POC** \_\_\_\_\_ **DUE DATE** \_\_\_\_\_

**DISPOSITION (circle):** P&PM BYLAWS