

BOARD MEETING MINUTES
SHHA Monthly Board Meeting November 9, 2022, at 6:30 PM
Prepared by Anna Diaz

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the President at 6:30 PM at the SHHA office (in person). 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			Elizabeth Edgren	X			Kathleen McCaughey	X		
Vice President – Dale Arendt	X			Tracey Goodrich			X	Hugh Prather			X
Secretary – Martin Kirk			X	Robert Hare	X			Bob Thomas			X
Treasurer – Randy Tripp	X			Fenton McCarthy			X	Rick Thomson	X		
David Crossley			X	Susan McCasland	X						

Guest(s): Marlene Flor, Arthur Romero, Claudia Mitchell
All guests were welcomed to the meeting.

3. CONSENT AGENDA APPROVAL:

- a. October Meeting Minutes Approval
- b. Secretary’s Report
- c. Treasurer – October 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

- 4. OCTOBER MEETING MINUTES APPROVAL:** The October 12, 2022, Board Meeting Minutes were emailed to the Board on October 20, 2022 and is part of the Consent Agenda. A motion was made and seconded to approve the October 12, 2022 Consent Agenda. No discussion was held.

Motion: That the November 9, 2022, Consent Agenda approval is for the Board members to approve the minutes and the reports that have been submitted to the Board thus far, leaving it open for each of the committee chairs to add material or to make amendments to material as they see fit.
Approved - Unanimous 2022-11-9-1 GEN

- 5. Nominating Committee (NC) (Dale Arendt) - Potential Board Candidates:** Dale introduced the following potential board candidates.

(1) Arthur Romero and Claudia Mitchell gave short statements to the Board. They were asked to write short bios to be submitted for publication in the GRIT newsletter.

6. OFFICER REPORTS:

- a. President (Roger Hagengruber):
 - (1) Holiday closure dates: At the Executive meeting the committee agreed to close the office on Thursday, November 24th and Friday the 25th for Thanksgiving. The office will also be closed December 26th, 2022 – January 2nd, 2023, for the holidays. The office will reopen Tuesday, January 3, 2023.

- (2) Annual meeting agenda items: The Annual Meeting date is scheduled for Saturday, February 25, 2023, at The Church of The Good Shepherd. The office staff will email a draft template of the annual reports to the officers and committee chairs. A template of the annual agenda along with the annual procedures of conduct will also be emailed.
- (3) Membership rates starting in January: Roger reiterated to the Board that dues will increase to \$15.00 per month, starting January 2023. The office staff will send an email alert by December notifying SHHA members of the increase.
- (4) Change in Bylaws: There will be a meeting scheduled for December. The Meeting will be to review and discuss the current bylaws.

b. Vice President (Dale Arendt): Nothing to Report.

c. Secretary (Martin Kirk):

- (1) The October 12, 2022, Board Meeting Minutes were distributed via email on October 20, 2022.
- (2) The November GRIT was approved on October 20, 2022.

d. Treasurer (Randy Tripp):

- (1) The October financial reports were emailed to the Board for review on November 4th.

7. COMMITTEE REPORTS:

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

- (1) The October 19th and November 2nd meeting minutes were emailed to the Board.
- (2) ACC application approvals for October: 29
- (3) GRIT article for the November issue: Don't Let Your Water Pipes Freeze!
- (4) Committee Membership: 7 members. We are in critical need of ACC members. If you know of anyone who is interested in joining the committee, please contact David Crossley or the SHHA office.
- (5) We have a legal action still 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 November 1st.
- (2) As of October 31st, 2 files were closed.
 - a. 2 – Elm trees
- (3) As of October 31st, there were 12 complaint files open.
- (4) GRIT article for the November issue: Covenant Support Committee (CSC) Needs Volunteers
- (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 October 26th. No minutes were emailed to the Board. Concepts and planning are underway for social events in 2023. Waiting for more details.
- (2) Continue to welcome new residents in person if possible.
- (3) GRIT article(s) for the November issue: None.
- (4) Committee Membership: 3 members. We are in need of more volunteers.
- (5) Request for EC/Board action: None.

- d. Communications & Publications Committee (C&P) (Susan McCasland):
 - (1) There was a committee meeting October 17th. The minutes were emailed to the Board.
 - (2) The committee has been in contact with our webmaster regarding starting the web and database upgrades in January 2023. He is available and willing to proceed then at the original fixed-fee price when start was scheduled for July 2022. The budget for the upgrades was not approved for a last summer start but is for start in the new year.
 - (3) The layout for the December 2022 GRIT is in progress. **You have one more day to submit content.**
 - (4) GRIT articles for the November issue: Is Your Electricity Out? The Piñon Pine, Monthly Fun Fact—KiMo Theater, Our Beautiful Sandia Mountains, Photo Contest
 - (5) Committee Membership: 4 members. Stephen Baca has resigned from the committee due to other commitments. We could use a new member.
 - (6) Copyright saga: The office received a second letter from PicRights regarding “copyright infringement” on the second picture from the same video. We will ignore this and subsequent letters re: this picture. We have not received communication on the first photo for several months. Hopefully, they've given up. Still some months to go getting increasingly shrill letters for second image judging from that past experience.
- e. Environment and Safety Committee (E&S) (Kathleen McCaughey)
 - (1) The Committee met on October 25th; minutes were emailed to the Board on October 27th.
 - (2) Budget for cutting Elm trees down: Discussion was held, and Roger requested Kathleen gather more information to present to EC for further discussion.
 - (3) GRIT article for the November issue: Elena Gallego Education Center Feasibility Update, Many Thanks to the Trash Pick-up Volunteers!
 - (4) Committee Membership: 7 members.
 - (5) **Kathleen:** will publish a future GRIT article on understanding the rules of the road.
Action Item Open.

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. **Joe Boyce:** will contact Antonio Jaramillo, Bernalillo County Operations & Maintenance Dept. Mgr., to see if the county can schedule mowing the Sandia Heights area. **Update:** 11/3/22, Per email from Bernalillo County Contact Center, Amor Solano, the mowing crew should be mowing in the Sandia Heights area sometime next week. **CLOSED**
- c. **Roger:** will submit an article to be published in the November GRIT with a follow up article in the December issue regarding the importance of SHHA being financially stable as well as the need for more Board and committee volunteers to support the SHHA. **Update:** The first of two articles was published in the November GRIT, Letter to the Membership from SHHA President Roger Hagengruber. **CLOSED**

9. NEW BUSINESS: None.

10. New Board Candidates: A motion was made and seconded to go into Executive Session.

<p>Motion: To move into Executive Session. Approved - Unanimous</p>	<p>2022-11-9-2 GEN</p>
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Executive Session Started: 7:55 pm
Executive Session Ended: 8:05 pm

11. BOARD ACTION ITEMS RESULTING FROM THIS MEETING:

- a. **Office Staff:** Was asked to submit draft agenda for annual meeting and meeting procedures to the Executive Committee. Also email Officer and Committee Chair annual meeting reports template.
- b. **Kathleen McCaughey – Budget for cutting down Elm Trees:** Was asked to contact Bernalillo County and gather all information regarding the proposed project to be reviewed by the EC.

12. ANNOUNCEMENTS: None.

13. NEXT MEETING: The next Board meeting is scheduled for December 14, 2022 at 6:30 pm via Zoom.

14. ADJOURNMENT: 8:07 pm.

Roger Hagenruber, President

Date

Martin Kirk, Secretary

Date

Signatures on file in the SHHA Office