BOARD MEETING MINUTES
SHHA Monthly Board Meeting July 14, 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 6:32 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	Bob Thomas	X		
Vice President – Susan McCasland	X			Elizabeth Edgren	X						
Secretary – Martin Kirk	X			Robert Hare		X					
Treasurer – Randy Tripp	X			Fenton McCarthy			X				
Dale Arendt	X			Mike Pierce	X						
Joe Boyce			X	Hugh Prather			X				

Guest(s): Tracey Goodrich

Tracey Goodrich, Board of Directors Candidate, was introduced to the Board.

3. JUNE MEETING MINUTES APPROVAL: The June 9, 2021, Board Meeting Minutes were emailed to the Board on June 18, 2021. A motion was made and seconded to approve the minutes.

Motion: To approve the June 9, 2021, Board Meeting Minutes. Approved - Unanimous	2021-7-14-1 GEN

4. OFFICER REPORTS:

   a. President (Roger Hagengruber):
      (1) Office personnel update: The vacant office position has been filled by Teresa Gonzales. She will start on Monday, July 19, 2021.
      (2) Legal issues: A motion was made and seconded to move into Executive Session. At this time our guest, Tracey Goodrich, was sent to the Zoom waiting room.

Motion: To move into Executive Session. Approved - Unanimous	2021-7-14-2 GEN

   Executive Session began: 6:40 pm
   Executive Session ended: 6:50 pm

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

   c. Secretary (Martin Kirk):
      (1) The June 9, 2021, Board Meeting Minutes were distributed via email on June 18, 2021.
      (2) The July GRIT was approved on June 19, 2021.

d. Treasurer (Randy Tripp):
   (1) The June financial reports were emailed to the Board for review on July 9, 2021. A motion was made to accept the financial reports as distributed.

Motion: To accept the June financial reports as distributed.	
Approved - Unanimous	2021-7-14-3 FC

5. COMMITTEE REPORTS:

a. Architectural Control Committee (ACC) (David Crossley): by Randy Tripp
   (1) The June 23 and July 7 minutes were emailed to the Board.
   (2) ACC application approvals for June: 22
   (3) GRIT article for the July issue: Planning for a residential Photovoltaic (PV) System by Bob Bower, ACC Member
   (4) Committee Membership: 6 members.
   (5) Request for EC/Board Action: None.

b. Covenant Support Committee (CSC) (Bob Thomas):
   (1) A meeting was held on July 6.
   (2) There are currently 6 violations open.
   (3) As of July 6, 4 files have been closed.
   (4) GRIT article for the July issue: Summer Is Here – and So Are the RVs
   (5) Committee Membership: 7 members. Patricia Moody resigned from the Committee June 16.
   (6) Request for EC/Board Action: None.

c. Community Service & Membership Committee (CS&M) (Elizabeth Edgren):
   (1) A meeting was held on June 30 in person at the SHHA Office. Minutes were emailed to the office for the Board on July 7th and forwarded to the Board.
   (2) GRIT article for the July issue: "One Unit's Story" as example of how residents can build community in their own neighborhoods.
   (3) Committee Membership: 4 members. The committee is in need of volunteers.
   (4) Request for EC/Board Action: The Committee requested that the Board consider allowing SHHA members to use the conference room on a space-available basis as a Member Benefit. It was the view of the Board that this was not a good way to support membership benefits, and with regret, this request was denied.

d. Communications & Publications Committee (C&P) (Susan McCasland):
   (1) A meeting was held on June 28 at the SHHA office. The minutes were emailed to the Board July 2.
   (2) The layout for the August 2021 GRIT is completed, in draft form, and out to the committee for review.
   (3) GRIT articles for the July issue: Happy 4th of July (with P&SC), Too Close for Comfort, Send in Your Photos Now!, Monthly Fun Facts
   (4) Committee Membership: 5 members.
   (5) Request for EC/Board Action: None.

e. Parks & Safety Committee (P&S) (Joe Boyce): by Martin Kirk.
   (1) The June 29 minutes were emailed to the Board on July 2.
   (3) GRIT article for the July issue: Article with C&P Committee above.
   (4) Committee Membership: 6 members.
   (5) Request for EC/Board Action: Discussion of fire prevention brush pickup. Martin gave a summary of the topics discussed at the P&S meeting. Roger also added to the summary of topics discussed. Joe Boyce will be invited to the next Executive Committee Meeting to discuss fire issues, prevention, and ways to help the Sandia Heights community.

   f. Nominating Committee (NC) (Susan McCasland):
   (1) The committee has interviewed Tracey Goodrich, Board of Director Candidate. While discussion was held, Tracy was in the Zoom waiting room. A motion was made and seconded to elect Tracey Goodrich to the Board of Directors.

Motion: To elect Tracey Goodrich to a term of three years on the SHHA Board of Directors effective July 15, 2021, term to end July 13, 2024.
Approved – Unanimous/ 1proxy   2021-7-14-4 NC

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6. DATA MANAGEMENT: (Bob Thomas)
   (1) A security plan to access our data files is in progress. We will move forward with this process once we have the office staff position filled.
   (2) Inventorying of boxes in storage room: We will continue reviewing the boxes that are pending until the task is completed. We are making good progress.
   (3) Update to retention schedule: The retention schedule will be sent to the EC for review.

7. 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 process. **OPEN**
      2.) Review and update the current document Retention Schedule and respond back to Bob Thomas before the Annual Meeting. (No later than February 19). **Update:** Respond back to Elizabeth Edgren by May 31. **OPEN**
   c. **David Crossley:** Respond to questions:
      1.) I am seeing more sheds being located 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: Progress is being made. Discussion with legal counsel continues. **OPEN**
   d. **Board:** Was asked to consider volunteering to review and revise the Bylaws. Anyone interested should contact Roger Hagengruber. **OPEN**
   e. **ACC:** To submit a GRIT article on sheds. **OPEN**

f. **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**

g. **Bob Thomas:** A security plan to access our data files is in progress. **OPEN**

h. **Roger Hagengruber:** Will draft a written process to follow when guests attend a board meeting. This draft will be sent to the Board for review. **OPEN**

i. **Randy Tripp:** Will contact the Committee Chairs, sometime in June, regarding their budgets for 2022. **OPEN**

j. **Bob Thomas:** Contact the Committee Chairs and arrange a meeting to discuss the strategic plan status. **OPEN**

8. NEW BUSINESS: None

9. ACTION ITEMS RESULTING FROM THIS MEETING:
   a. Susan: Will put a future GRIT article, in the front page, about board membership.

10. ANNOUNCEMENTS: None.

11. NEXT MEETING: The next Board meeting is scheduled for August 11, 2021, at 6:30 pm via Zoom Meeting.

12. ADJOURNMENT: 7:40 pm.

_____   _____
Roger Hagengruber, President   Date

_____   _____
Martin Kirk, Secretary   Date

Signatures on file in the SHHA Office