

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting March 12, 2025, at 6:30 PM**  
**SHHA OFFICE IN-PERSON MEETING AND VIA TEAMS**

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Meeting ID: 286 252 418 451

Passcode: RZ2Gy9ti

*Prepared by Trish Lovato*

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

Officers		Members		Members	
President – Jim Stewart	P	Heidi Komkov	P	Terry Walker	E
Vice President – Kathleen McCaughey	P	Martin Kirk	P	Cathy Yandell	P
Secretary – Larry Dragan	P	Larry Layne	P		
Treasurer – Charles Ewing	P	Claudia Mitchell	P		
ACC Chair- Phil Krehbiel	P	Art Romero	P		
CSC Chair- Stan Davis	P	Randy Tripp	P		

**Staff:**

Trish Lovato-Present

**Guest(s) introduction and comments (3 minutes):**

Todd Criel-Present

Mr. and Mrs. Murillo-Present via Teams

3. **APPROVAL OF March 12, 2025 Board meeting Agenda**
  - a. Motion to approve meeting agenda (13-0 Approve) Motion by Art, Seconded by Larry D
  - a. **CONSENT AGENDA APPROVAL:** (13-0 Approve) Motion by Randy, Seconded by Art
  - b. Architectural Control Committee (ACC)
    - a. January 15, 2025
    - b. February 19, 2025
    - c. March 5, 2025
  - c. Communication & Publications Committee (C&P)
    - a. February 4, 2025
    - b. March 4, 2025
  - d. Community Service & Membership (CS&M)
    - a. January 27, 2025
    - b. March 5, 2025

- e. Covenant Support Committee (CSC)
  - a. January 2, 2025
  - b. February 4, 2025
  - c. March 4, 2025
- f. Environment & Safety Committee (E&S)
  - a. January 28, 2025
  - b. February 28, 2025
- g. Information Technology Committee (ITC)
  - a. No meeting in January or February.
- h. February Special Board meeting
  - a. February 12, 2025
- i. Finance Committee
  - a. January 29, 2025

#### 4. OFFICER REPORTS

- a. **President (Jim Stewart):**
  - (1) Fire safety, Fire seminar April 24, 2025, Church of the Good Sheperd
  - (2) Quick fix to Annual meeting, sign in at the hallway
- b. **Vice President (Kathleen McCaughey):**
  - (1) Annual meeting Q&A
    - Sharepoint folder, will post on the website and get them out in a month, please look them over, send changes, comments, improvements. Send to Kathleen
  - (2) Past Resolutions
    - Up to date through December 2025
    - Matrix was made regarding motions, actions, etc
  - (3) Governance update
    - 33.5 years at Sandia, created Governance for Sandia National Labs
    - Part time job position to support Governance Committee in the works
    - Are we an HOA or not? Assignment from the developer was found
  - (4) Transparency policy
- c. **Treasurer/Finance (Charles Ewing):**
  - (1) 2025 March-2026 March Tram Pass price increase
  - (2) Presentation of 2024 Financial Review completed by Finance Committee
    - Lowest cash balance for 2 years
    - Legal fees more than expected so far this year
    - P&L posted in Sharepoint
    - Report of financial review in 2024, no significant findings
    - SHS contract will go up in June
- d. **Secretary (Larry Dragan):**
  - (1) Annual BernCo report in progress
    - Annual meeting report due 60 days after meeting
  - (2) Review Annual meeting minutes

#### 5. COMMITTEE REPORTS:

- a. **Architectural Control Committee (Phil Krehbiel, Chair)**
  - (1) **Highlights of activity since the last Board meeting:**
    - 12 new applications in January

- 23 new applications in February
- 1 new build in the process
- ACC/CSC liaison, Paul Baumgartner will be interviewed to join the Board soon.
- Radon Mitigation System Design Guideline Adopted-Approval from the ACC needed. Must meet BernCo ordinance noise guidelines
- Chamisa Park unofficial request to build a dog park, met with Phil today. Fenced/gated area, only for Chamisa Park residents. Insurance required? Will it be equally owned by all residents in that unit?

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

**b. Covenant Support Committee (Stan Davis, Chair)**

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

- Revision of the CSC Charter underway (for April Board mtg?)
- GRIT article, How to Submit a Formal Complaint to Bernalillo County
- Paul Baumgartner is the ACC/CSC Liaison
- Open 13, Closed 0, Received 4
- IT and Trish have worked on updating the website and CSC violation application

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

**c. Community Service & Membership Committee (Cathy Yandell, Chair)**

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

- Easter egg hunt 4/12, 10-12 @ Little Cloud Park
  - Approval from BernCo required and received
  - Event insurance required? No, only for more than 100 people in attendance
- Shredding event 4/26, 10-12 @ SHHA office parking lot
  - Email blast to go out
- Looking into Town Hall meetings

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

**d. Communications & Publications Committee (Claudia Mitchell, Chair)**

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

- Resident Guide & Directory nearly there. Delay has been due to office personnel turnover
- Board notes-Committee members will be reviewing

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

- It was noted that our Bylaw 7.2.6 stipulates that C&P Committee must have two Board members. This is an oversight. I request another Board volunteer for our Committee.
- Terry Walker will be joining the committee

**e. Environment and Safety Committee (Kathleen McCaughey, Chair)**

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

- Wildfire Response Seminar – mark your calendars, April 24, 5-7 pm

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

**f. Executive Committee**

**(1) Highlights of activity since the last Board meeting: N/A**

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

g. **IT Committee** (Heidi Komkov, Chair)

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

- Ezee Fiber meeting March 13<sup>th</sup> 4pm @ Church of the Good Sheperd, 106 RSVP's
- A couple of representatives will be there with refreshments
- Feel free to ask IT for support when needed.

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

h. **Governance Committee** (Kathleen McCaughey, Chair)

(1) **Highlights of activity since the last Board meeting:** N/A

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

6. **EXECUTIVE SESSION:** N/A

7. **UNFINISHED BUSINESS:**

- a. Insurance-General liability, events would be covered under that. Governmental included in insurance can be done.
- b. Confusion of Governance Committee and Nominating Committee-they are now one committee, 2 Board members must be on each committee, can be separated if needed.

8. **NEW BUSINESS:**

(1) March 2025-March 2026 Tram Pass potential price increase motion

- \$23k for 2025-2026
- What should the charge be for Tram tickets?
- \$12.35 is the break even rate
- Motion to consider price for Tram tickets, Phil motion, Martin second
- Discussion
  - Great perk to the residents, what if it makes residents not buy due to the cost,
  - In the interest of residents, we may raise the price of tram tickets.
  - Not here to lose funds
  - If all or more are sold, profit would be made.
  - 8 per day, tickets unsold are lost revenue
  - Advertise the availability of tram passes more
  - Amend to \$15, yay 3, no 8, abstain 2, does not pass, price will remain at \$10

(2) 2025 Office Lease price increase

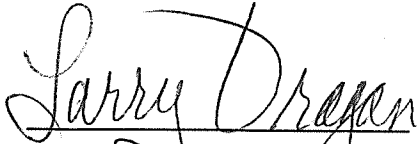
- What is far market rate?
- Where would we go to be more convenient to the residents?
- Want landlord to explain his budgeted sheet
- Get rates for other locations in the area
- More fact gathering

(3) Bank signatures motion by Charles, seconded by Claudia, approved unanimously, 13 yes

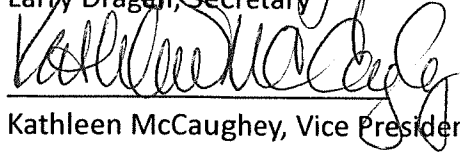
(4) Transparency policy motion

- Feedback
- Rigorous timeline-Agenda 1 week in advance, pre-reads by Friday before.
- Written requests by speakers in general comments at beginning, and/or at Agenda item
- Not standard practice for discussion/debate/dialog between Board and homeowners
- Limit number of speakers to 15 minutes maximum
- 2 weeks advance request to add an agenda item by a homeowner
- Vote on motion at April Board meeting
- General at the beginning limited to 3 minutes per speaker

9. **ANNOUNCEMENTS:**  
10. **NEXT MEETING:** The next Board meeting is scheduled for April 9, 2025  
11. **ADJOURNMENT:** 8:30 pm



Larry Dragan, Secretary



Kathleen McCaughey, Vice President

4-9-25

Date

4/19/25

Date