

BOARD MEETING MINUTES
SHHA Monthly Board Meeting April 9, 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	E	Cathy Yandell	P
Secretary – Larry Dragan	P	Larry Layne	P		
Treasurer – Charles Ewing	P	Claudia Mitchell	P		
ACC Chair- Phil Krehbiel	P	Art Romero	E		
CSC Chair- Stan Davis	P	Randy Tripp	P		

Staff:

Trish Lovato PRESENT

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

Paul Baumgartner PRESENT

Mary Moya PRESENT

Darcey Hodge PRESENT

3. **APPROVAL OF April 9, 2025 Board meeting Agenda**
 - a. Motion to approve meeting agenda **Claudia/Larry D unanimous 11**
4. **CONSENT AGENDA APPROVAL: Phil/Claudia unanimous 11**
 - a. Architectural Control Committee (ACC)
 - March 19, 2025
 - April 2, 2025
 - b. Communication & Publications Committee (C&P)
 - April 1, 2025
 - c. Community Service & Membership (CS&M) None to report
 - d. Covenant Support Committee (CSC) None to report
 - e. Environment & Safety Committee (E&S)
 - April 1, 2025
 - f. Information Technology Committee (ITC) None to report
 - g. Finance Committee (FC) None to report

- h. March BOD meeting minutes

5. OFFICER REPORTS

a. President (Jim Stewart):

b. Vice President (Kathleen McCaughey):

- Governance work to be discussed in new business
- On Boarded Larry Layne
- Adhoc "Nominating Committee" interviewed Paul Baumgartner
- Transparency policy

c. Treasurer/Finance (Charles Ewing):

- Treasurer's Report April 2025
- April 2025 Report of Compiled Financial Statement
- Questioning the Accountant
- Lease-Jim, Charles to schedule meeting with Landlord

d. Secretary (Larry Dragan):

- Annual BernCo report complete
- Review Annual meeting minutes in process

6. COMMITTEE REPORTS

a. Architectural Control Committee (Phil Krehbiel, Chair)

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

- 26 Applications in March, Reroof, restucco, new fences, landscaping, solar, etc
- Paul Baumgartner introduced as Liaison

(2) Requests for Board Action: N/A

b. Covenant Support Committee (Stan Davis, Chair)

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

- Statistics for March-Received/Opened 4, Closed 5, Open 13.
- GRIT Article submitted: "Procedures for Property Owners to Amend Their Unit Covenants".
- A Sharepoint site was created by the IT committee for the CSC.
- Confirmed policy re/ sending "notes" to the County Clerk.
- Confirmed policy re/ political signs: we will not be enforcing removal.
- Confirmed policy re/ ACC-related complaints: they stay with CSC until ATF application has been received by the ACC.
- ACC/CSC Liaison = Paul Baumgartner.

(2) Requests for Board Action:

- Motion for Revised Charter Approval

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
- Shredding event 4/26, 10-12 @ SHHA office parking lot
- Townhall proposal meeting on 4/22

(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 sent to printer March 28, completion date estimated at April 15
- Discussed errors found on website: incomplete/missing data, broken links
 - Will compile list for correction by office or IT contact
 - All-in-all, not that much needs to be done
- Started review of Charter & Bylaw
 - Submitted revised bylaw to Governance committee
 - Deferred review of Rules & Regulation to next mtg.
 - Note that Terry Walker has joined C&P committee and fulfills our bylaw requirement for two board members
- Discussion: Committee Chair needs to be authorized to consult with or assign tasks to our webmaster. Suggestion of a \$\$ amount limit above which Board approval must be obtained. This may require a BOD motion? Will continue to work with Heidi on suggested changes to website, and involve Ryan as necessary.

(2) Requests for Board Action:

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

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

- Tabletop Exercise – great coordination between critical responders, had plans for response, and backups if needed; provided focus areas for Seminar
- Wildfire Response Seminar – mark your calendars, April 24, 5-7 pm
- Jim would like to do a media release after the seminar

(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:

- Has been very busy, should the IT stay a committee
- Larry Layne has joined the ITC
- Each committee has a sharepoint folder
- Stay in communication with Committee Chair's

(2) Requests for Board Action: N/A

h. Governance Committee (Kathleen McCaughey, Chair)

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

- Recommending 4 Bylaws changes, discussion in New Business

(2) Requests for Board Action:

- Motion: Scope
- Motion: Members
- Motion: Object
- Motion: Transparency

7. EXECUTIVE SESSION: N/A

8. UNFINISHED BUSINESS:

- a. Governance transparency: Board of Director Meetings procedure
 - (1) HO can add an item to the agenda, but must send for approval
 - (2) Guests can speak at 2 different times at a Board meeting, one way conversation only.
Board can open up the floor to ask questions, if needed.
 - (3) Capture who is coming and what they would like to speak about
 - (4) Where will this be published? The thought is a document that is internal and external
 - (5) Request to speak form will be posted on the website along with procedure.
 - (6) Perk of being a dues paying member gives the ability to submit items on Agenda
 - (7) **Passed Yes 10, 1 abstain with correction**

9. NEW BUSINESS:

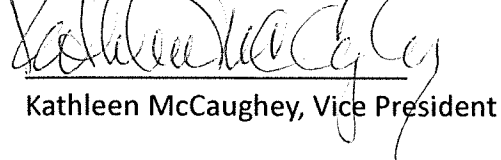
- a. Nominating Committee motion-Paul Baumgartner **Passed 10, 1 abstain**
- b. CSC motion-Revised CSC Charter
 - (1) Must be a dues paying member to file a complaint, it's a perk of being a member
 - (2) Does CSC educate complainant? Yes
 - (3) Suggestion that "Preservation of the unique character and quality" should stay in the Charter
 - (4) **Passed unanimously with correction**
- c. Motion to change Board meeting start time to 6pm **Passed unanimously**
- d. Motion to separate Nominating Committee from Governance Committee
 - (1) Changed wording of the motion
 - (2) **Passed unanimously**
- e. Proposed Bylaws changes:
 - (1) Article II. OBJECT – Mission/Purpose & Values
 - Add core values
 - **Phil motions to postpone discussion due to piece meal approach, Charles seconds (5 yes, 5 no, Jim broke the tie to 6 no)**
 - President asked that the motion be rescinded and it was agreed by Kathleen
 - Framework is needed, that becomes the amended Bylaws
 - Bylaws are very procedural
 - Must have a common agreement, this is very much the values, mission, scope
 - Must discuss the values, characters to work to preserve the environment
 - Significant effort/work has been done to make changes. Maybe change wording to this is what we are working towards
 - Bylaws are to govern, do scope and purpose belong in the Bylaws? Bylaws establish rules by which to work
 - Withdraw motion to work on further
 - (2) New Article to follow OBJECT - Scope & Authority
 - (3) Article III. MEMBERS Definition

10. ANNOUNCEMENTS:

11. NEXT MEETING: The next Board meeting is scheduled for May 14, 2025

12. ADJOURNMENT: 8:58 pm


Larry Dragan, Secretary


Kathleen McCaughey, Vice President

5-14-25
Date

5/14/25
Date