

**BOARD MEETING MINUTES**  
**SHHA Monthly Board Meeting April 12, 2023, at 6:30 PM**  
**IN-PERSON MEETING**

*Prepared by Patricia Lovato*  
*Reviewed by Diane Barney*

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the President at 6:30 PM. 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			Claudia Mitchell	X		
Vice President – Hugh Prather	X			Kathleen McCaughey	X			Arthur Romero	X		
Secretary – Martin Kirk	X			Bob Thomas	X			Diane Barney	X		
Treasurer – Randy Tripp			X	Fenton McCarthy			X	Patricia Lovato	X		
David Crossley			X	Susan McCasland	X						

Guest(s):  
 Marsha Thole  
 Marlene Flor

**3. CONSENT AGENDA APPROVAL:**

- a. March meeting minutes Approval with noted corrections
- b. Secretary’s Report
- c. Treasurer – Financial Reports FY2023 Q1
- d. Architectural Control Committee (ACC) Report
- e. Covenant Support Committee (CSC).
- f. Communications & Publications Committee (C&P) Report
- g. Environment and Safety (E&S) Report

4. **MARCH MEETING MINUTES APPROVAL:** The March 8, 2023, Meeting Minutes were approved as part of the Consent Agenda. Approved

**5. OFFICER REPORTS:**

- a. President (Roger Hagengruber):
  - (1) Bylaws: in suspension
  - (2) ACC Chair: Looking for a replacement chair currently for August.
  - (3) Board Membership -Roger is going to write an article for the GRIT June issue, searching for new volunteers.
- b. Vice President (Hugh Prather):
  - (1) Nominating Committee for 2024-Susan and Martin are on the NC, Arthur is joining. Hugh read some of the guidelines for NC. Letter of interest, was sent to Hugh, he will talk to candidate Kevin. Roger is very concerned about board membership dropping below required membership. Zoom meeting upcoming to reach out to members for recruitment. Martin asked, How many members come in daily? Diane answered 18-20.

Claudia asked, Is this unique to SHHA? Yes, all HOAs are facing a decline in volunteers.

- (2) Board Training-Building and strengthening the board, last month board responsibilities. Hugh handed out definition of 47-16-2, attached. Duties of HOA, article 47-16-6. Once the board approves an article it becomes a community document.

c. Secretary (Martin Kirk):

- (1) Annual Board Meeting Minutes-have been approved and sent to the appropriate individual.
- (2) The April GRIT was approved.

d. Treasurer (Randy Tripp):

- (1) YTD Financial reports through March 31, 2023 available
- (2) Addendum to Revise 2023 Budget to add Legal Fees into EC, if no follow on from Annual questions this may not change and become OBE
- (3) Raise limit of double signatures needed on Checks to \$2500 and above. Policy and procedures need to be updated. Roger moves to change the limit from \$1500 to \$2500, approved by the board.
- (4) CD #5 matures May 8, 2023. FC to reinvest in higher % yield CD.

**6. COMMITTEE REPORTS:**

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

- (1) The April 5<sup>th</sup> meeting minutes were mailed to the Board. Next meeting is April 19<sup>th</sup>
- (2) ACC application approvals
- (3) GRIT article for the April issue: only the ACC Log approvals
- (4) Committee Membership: 5 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) Experimenting with LED lights to show how to screen them

b. Covenant Support Committee (CSC) (Bob Thomas):

- (1) A meeting was held on April 4<sup>th</sup>
- (2) Files closed. – 4 closed files
  - a) Light pollution, unattended barking dog.
  - b) Trash bins not concealed from public view.
  - c) Lighting issue.
  - d) Lighting issue.
- (3) As of April 4<sup>th</sup>, there were 15 complaint files open.
- (4) GRIT article for the April issue: CSC 5 reminders from the CSC
- (5) Committee Membership: 8 members.
- (6) Request for EC/Board action: None.

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

- (1) Committee is inactive due to lack of volunteers, except that we try to welcome new residents whenever Office supplies In-Out report of new move-ins. Met with 2 individuals to work on a way to greet new homeowners.

d. Communications & Publications Committee (C&P) (Susan McCasland):

- (1) March Meeting: The Committee met March 10 to discuss functionality of the new database/website for the ACC and CSC committees.

- (2) Our webmaster has started the upgrade of the database and website. Will need to purchase global email service for \$100 charge, plus staff training. \$100 does not include training. It is a one-time charge for the application.
- (3) The layout for the May issue is in progress, articles due April 10<sup>th</sup>.
- (4) Committee Membership: 5 members.
- (5) Request for EC/Board action: None

e. Environment and Safety Committee (E&S) (Kathleen McCaughey)

- (1) The Committee met in
- (2) Committee Membership: 7 members.
- (2) **Kathleen:** will publish a future GRIT article on understanding the rules of the road  
**This is closed from March.**

f. Nominating Committee (NC) (Hugh Prather): Nothing to report.

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 Hugh Prather. **OPEN.**

8. **NEW BUSINESS:**

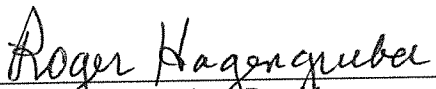
Marsha Thole: Email received approving one suggestion, second suggestion was denied. Co chair of bylaws committee, member discussed with her that postponing work on the committee but steps were not followed. Bob Thomas responded the reason to postpone work was due to other committee needs and commitments that take precedence.

9. **BOARD ACTION ITEMS RESULTING FROM THIS MEETING: None**

10. **ANNOUNCEMENTS: None**

11. **NEXT MEETING:** The next Board meeting is scheduled for May 10, 2023, at 6:30 pm in person, at the SHHA office.

12. **ADJOURNMENT:** 7:45 pm.

  
\_\_\_\_\_  
Roger Hagengruber, President

7/29/23  
Date

  
\_\_\_\_\_  
Martin Kirk, Secretary

July 28, 2023  
Date

*Signatures on file in the SHHA Office*