

BOARD MEETING MINUTES
SHHA Monthly Board Meeting January 12, 2022, 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 6:30 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			Hugh Prather	X		
Vice President – Susan McCasland	X			Elizabeth Edgren	X			Bob Thomas	X		
Secretary – Martin Kirk	X			Tracey Goodrich	X						
Treasurer – Randy Tripp	X			Robert Hare	X						
Dale Arendt	X			Fenton McCarthy	X						
Joe Boyce	X			Mike Pierce	X						

Guest(s): Marlene Flor.

Due to technical issues with Zoom, the Board began the meeting with roll call, approved the December Meeting Minutes, and the President’s Report was given. Marlene Flor was then welcomed to the Board meeting and given the floor and five minutes to present her comments/concerns to the Board. After which a motion was made and seconded to move into Executive Session to discuss the comments/concerns and legal issues.

Motion: To move into Executive Session.
 Approved - Unanimous 2022-1-12-2 GEN

Executive Session began: 6:54 pm
 Executive Session ended: 7:10 pm

Ms. Flor’s comments/concerns will be responded to either by email or phone.

3. DECEMBER MEETING MINUTES APPROVAL: The December 8, 2021, Board Meeting Minutes were emailed to the Board on December 14, 2021. A motion was made and seconded to approve the minutes.

Motion: To approve the December 8, 2021, Board Meeting Minutes.
 Approved - Unanimous 2022-1-12-1 GEN

4. OFFICER REPORTS:

a. **President (Roger Hagenruber):**

- (1) Office procedures in light of COVID: The office procedures have been updated. All customers that enter the office must be fully vaccinated and masked. For those committees that want to have meetings in the conference room, the procedures have not changed. An indoor/outdoor intercom has been purchased for the office; David Crossley will install it. This will help communicate with customers before coming into the office.

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

c. **Secretary (Martin Kirk):**

- (1) The December 8, 2021, Board Meeting Minutes were distributed via email on December 14, 2021.
- (2) The January GRIT was approved on December 18, 2021.

d. **Treasurer (Randy Tripp):**

- (1) The December financial reports were emailed to the Board for review on January 7, 2022. A motion was made and seconded to accept the December financial reports as distributed. No discussion was held.

Motion: To accept the December financial reports as distributed.

Accepted - Unanimous

2022-1-12-3 FC

5. COMMITTEE REPORTS:

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

- (1) The December 15th meeting was cancelled. The January 5th minutes were emailed to the Board.
- (2) ACC application approvals for December: 15
- (3) GRIT article for the January issue: None.
- (4) Committee Membership: 7 members.
- (5) Request for EC/Board Action: None.
- (6) **David Crossley:** Will submit a GRIT article on sheds. **Action Item Open.**
- (7) **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 January 4th.
- (2) As of January 3, there are currently 10 complaint files open.
- (3) As of January 3, 1 file has been closed.
 - a. 1 – Trash/recycle bins in view
- (4) GRIT article for the January issue: Update on Invasive Siberian Elms

- (5) Strategic Planning: The updates to the CSC Charter is completed. It was sent to the Board for review. A motion was made and seconded to approve the revised Charter. There were no questions or discussion held.

Motion: That the Board approve the revised Covenant Support Committee Charter as submitted.

Approved - Unanimous

2022-12-12-4 CSC

- (6) Committee Membership: 7 members.
- (7) Request for EC/Board Action: None.

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

- (1) No Committee meeting or activities in December 2021.
- (2) GRIT article for the January issue: Little Neighborhood Libraries. We've had three residents respond already with information about libraries near them in Sandia Heights.
- (3) Committee Membership is now 4 (maybe 3 – one volunteer was recently windowed and may or may not remain on the committee). We definitely need more members.
- (4) Strategic Plan: The revised Committee Charter was sent to the Executive Committee prior to their January 3rd meeting. A motion was made and seconded to approve the revised Committee Charter. There were no questions or discussion held.

Motion: That the Board approve the Community Service and Membership Charter as submitted.

Approved - Unanimous

2022-1-12-5 CS&M

- (5) Request for EC/Board Action: None.

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

- (1) There was no meeting held in December.
- (2) The layout for the February 2022 GRIT is in progress. The GRIT has expanded this year by 4 pages to accommodate more ads and more articles and photographs. Keep those inputs coming—we now have plenty of space for them!
- (3) GRIT articles for the January issue: Honoring Dr. Martin Luther King, Jr.; Monthly Fun Fact; SH Tips & Hacks; History of New Year's Celebrations. If you have a tip/hack or a fun fact or two, send them to Susan.
- (4) Committee Membership: 5 members.
- (5) Request for EC/Board Action: None.

e. Parks & Safety Committee (P&S) (Joe Boyce)

- (1) There was no meeting held in December.
- (2) GRIT article for the January issue: SHHA Street-side Cleanup; Dangerous Intersection
- (3) Committee Membership: 5 members.
- (4) Letter in the January GRIT: The letter sent to our State Representative, State Senator and our District 4 County Commissioner regarding the barriers installed on Tramway Blvd. was published in the January GRIT.
- (5) Wildfire signage: The wildfire signs have been posted throughout Sandia Heights.

- (6) Request for EC/Board Action: None.
- (7) Hugh Prather has volunteered to draft a resolution to redesign the area between Tramway Blvd. and Paseo Del Norte for Board consideration and to present to the membership at the 2022 Annual Meeting.

f. Nominating Committee (NC) (Susan McCasland):

- (1) Board membership: An announcement was posted in the January GRIT to allow election of a Board candidate at the Annual Meeting.
- (2) GRIT article for the January issue: Board Member Candidate (for Rick Thomson's nomination)

6. 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:** Only two boxes pending to review. The task should be completed by the end of January. **OPEN**
- c. **David Crossley:** Respond to questions:
 - 1.) 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:** The guidelines were approved at the August Board meeting as a Community Document. David will send a response to the homeowner that asked this question. **OPEN**
- d. **Board:** Was asked to consider volunteering to review and revise the Bylaws. Anyone interested should contact Roger Hagengruber. **Update:** Roger has drafted updates to areas of the Bylaws. The Bylaws will be submitted to the Board early February for review. **OPEN**
- e. **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. **Update:** Contact was made with the County Commissioners office. We have not received a response. The responsibility dealing with this issue is either Bernalillo County or possibly the City of Albuquerque. No further action is planned. It is outside the scope, responsibility, and authority of SHHA. **CLOSED.**
- f. **Bob Thomas:** Contact the Committee Chairs and arrange a meeting to discuss the strategic plan status. **Update:** Comments to be in the Annual Meeting reports. **CLOSED**
- g. **P&S:** Letter regarding the bollards to be published in a future GRIT. **Update:** Published in the January GRIT Newsletter. **CLOSED**

7. NEW BUSINESS: None.

8. ACTION ITEMS RESULTING FROM THIS MEETING:

- a. Hugh Prater: Will draft a resolution to redesign the area between Tramway Blvd. and Paseo Del Norte for Board consideration and to present to the membership at the 2022 Annual Meeting.

9. **ANNOUNCEMENTS:** In lieu of a February Board Meeting, the Annual Meeting is scheduled for Saturday, February 19th 9 am – 10:30 am via Zoom Meeting.
10. **NEXT MEETING:** The next Board meeting is scheduled for March 9th, at 6:30 pm via Zoom Meeting.
11. **ADJOURNMENT:** 7:43 pm.

Roger Hagengruber, President

Date

Martin Kirk, Secretary

Date

Signatures on file in the SHHA Office