

BOARD MEETING MINUTES
SHHA Monthly Board Meeting April 14, 2021 at 7:00 PM

Prepared by Jennifer Craft

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the President at 7:03 PM via Zoom video 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): None.

3. **MARCH MEETING MINUTES APPROVAL:** The March 10, 2021 Board Meeting Minutes were emailed to the Board on March 17, 2021. A motion was made and seconded to approve the minutes.

Motion: To approve the March 10, 2021 Board Meeting Minutes. Approved - Unanimous	2021-4-14-1 GEN
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4. **OFFICER REPORTS:**

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

(1) Email from SHHA resident regarding homelessness in Sandia Heights: An email was sent to the Executive Committee regarding homeless people congregating at businesses on Tramway Blvd., in Tramway culverts, and in the arroyos. Discussion was held. A response will be sent to the homeowner. Contact will be made with Walt Benson, Bernalillo County Commissioner for District 4 on behalf of the Sandia Heights Community.

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

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

- (1) The March 10, 2021 Board Meeting Minutes were distributed via email on March 17, 2021.
- (2) The April GRIT was approved on March 17, 2021.

d. Treasurer (Randy Tripp):

- (1) The March financial reports were emailed to the Board for review on April 8, 2021. A motion was made and seconded to accept the financial reports as distributed.

Motion: To accept the March financial reports as distributed.

Approved - Unanimous

2021-4-14-2 FC

5. COMMITTEE REPORTS:

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

- (1) The March 17 and April 7 minutes were emailed to the Board.
- (2) ACC application approvals for March: 40
- (3) GRIT article for the April issue: PNM Substation Update by Robert Hare, ACC Member.
- (4) Committee Membership: 7 members.
- (5) Requests for EC/Board Action: None.

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

- (1) Meetings were held on March 16 and April 6 via Zoom.
- (2) There are currently 8 violations open.
- (3) We closed 5 violations between March 5 and April 6.
- (4) GRIT articles for the April issue: No article submitted.
- (5) Committee Membership: 8 members.
- (6) Request for EC/Board Action: None.

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

- (1) A meeting was held on March 31 in person at the SHHA office. The meeting minutes were emailed to the Board.
- (2) GRIT articles for the April issue:
 - a) Get Acquainted with Our SHHA Website by Elizabeth Edgren, CS&M Committee Chair.
 - b) NMSU Extension Web-based Seminars by Elizabeth Edgren, CS&M Committee Chair.
- (3) Committee Membership: 3 members. (Elizabeth Edgren, Joe Boyce, and Hugh Prather). The committee is in need of volunteers. Any Board member interested or knows of someone that is interested, please contact Elizabeth Edgren.
- (4) Request for EC/Board Action: None.

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

- (1) The layout for the May 2021 GRIT is in progress.
- (2) GRIT articles for the April issue: Monthly Fun Fact
- (3) Committee Membership: 5 members.
- (4) Request for EC/Board Action: None

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

- (1) The March 30 meeting minutes were emailed to the Board.
- (2) GRIT article for the April issue:
 - a) Dog FAQs by Joe Boyce, P&S Committee Chair.

- b) Trash Cleanup Volunteers Needed by Joe Boyce, P&S Committee Chair.
 - (3) Discuss GRIT articles and email for residents to submit questions or comments to the Board: At the last committee meeting it was decided that instead of surveying or polling SHHA residents, committees would use focused GRIT topics or articles, capture the major issues, and include a question(s) at the end. A new email address needs to be constructed. This email address will enable SHHA residents to submit their questions or comments to the Board. The Executive Committee will discuss how to implement the process.
 - (4) Joe Boyce had a follow up conversation with Anthony Jaramillo, Bernalillo County Traffic Engineer, on April 14 regarding several topics. Mr. Jaramillo offered to place a speed radar feedback sign in Sandia Heights as part of a traffic calming effort. Follow ups with Mr. Jaramillo will continue.
 - (5) Committee Membership: 5 members.
 - (6) Request for EC/Board Action: None
- f. Nominating Committee (NC) (Susan McCasland):
- (1) Hugh Prather has joined the Board as of the March 10, 2021 Board meeting.
6. DATA MANAGEMENT: The SHHA main computer was set up with OneDrive on April 6, 2021. It is now automatically updating/backing up our data files. A security plan to access our data files will be presented to the Board at the May Board meeting.
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:** Due to the State of NM public health order, these tasks have not been completed and are still in process. **Update:** Respond back to Elizabeth Edgren by May 31. **OPEN**
 - c. **Board:** Anyone interested in joining the Nominating Committee please contact Susan, they need one member. **OPEN**
 - d. **Woody:** Talk to SHHA attorney about response to SHHA member correspondence. February 24, 2021 response sent via email. **CLOSED**
 - e. **Randy:** Respond to questions:
 - 1.) The info. For NMGRS was confusing. Don't you have to charge tax on the vests, for example? **OPEN**
 - 2.) What were the changes from 2019 – gains and losses? **OPEN**
 - f. **Elizabeth:** Respond to question:
 - 1.) How many households are eligible to be members? Answered at the February 20, 2021 Annual Meeting, no further response needed. **CLOSED**
 - g. **David:** 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 document that have been created beyond what is filed with the 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? **OPEN**

h. **Roger:** Respond to question:

1.) The current method of homeowner's communication with committees is formal and somewhat confrontational. How can this process be improved to be more cooperative and cordial? – Roger Hagenruber, President to respond. **OPEN**

i. **Board:** Was asked to consider volunteering to review and revise the Bylaws. Anyone interested should contact Roger Hagenruber. **OPEN**

j. **ACC:** To submit a GRIT article on sheds. **OPEN**

k. **Joe:** Survey/input mechanism: Will start the process of gathering the information for the questions and present a list of questions to discuss at the next Board meeting. If committee chairs are interested, they can put together a list of their individual committee questions for further discussion and possible consolidation. Discussed in e.3 Parks & Safety report. **CLOSED**

8. NEW BUSINESS: None.

9. ACTION ITEMS RESULTING FROM THIS MEETING:

a. **Roger Hagenruber:** Respond to homeowner regarding homelessness in Sandia Heights. Contact Walt Benson, Bernalillo County Commissioner for District 4 on behalf of the Sandia Heights Community.

b. **Bob Thomas:** Will present a security plan to access our data files to the Board at the May Board meeting.

10. ANNOUNCEMENTS: The Parks & Safety Committee will hold a trash cleanup of Tramway Blvd. from Elena Gallegos to the County Line Restaurant on Saturday, May 15, 9am – 11am.

11. NEXT MEETING: The next Board meeting is scheduled for May 12, 2021.

12. ADJOURNMENT: 8:26 pm.

Roger Hagenruber, President

Date

Martin Kirk, Secretary

Date

Signatures on file in the SHHA Office