

BOARD MEETING MINUTES
SHHA Monthly Board Meeting April 10, 2024, at 6:30 PM
SHHA OFFICE IN-PERSON MEETING
Prepared by Trish Lovato

1. **CALL TO ORDER:** The monthly SHHA Board Meeting was called to order by the Vice President at 6:31 PM.
2. **ROLL CALL:** A quorum was present. **P: Present; E: Excused; A: Absent**

Officers		Members		Members	
President – Jim Stewart	E	Elizabeth Edgren	P	Kathleen McCaughey	P
Vice President – Eric Faulring	P	Heidi Komkov	P	Suresh Neelagaru	P
Secretary – Martin Kirk	P	Phil Krehbiel	P	Arthur Romero	P
Treasurer – Randy Tripp	P	Claudia Mitchell	P	Terry Walker	P
		Stacey Hannah	P	Joel Jordan	P
		Larry Dragan	P		

Staff:

1. Trish Lovato **PRESENT**

Guest(s):

1. Woody Farber-would like to address Board regarding mandatory membership. **PRESENT**
2. Bob Bower **PRESENT**
3. Ryan Woodard **PRESENT**

3. **APPROVAL OF AGENDA FOR April 10, 2024**
 - a. Motion to approve Meeting Agenda and Consent Agenda **APPROVED**
4. **CONSENT AGENDA APPROVAL:**
 - a. ACC 3/6/24 (emailed 3/11/24)
 - b. ACC 3/20/24 (emailed 3/21/24)
 - c. CSC 3/5/24 (emailed 4/5/24)
 - d. CS&M 3/27/27 (emailed 3/27/24)
 - e. E&S 3/26/24 (emailed 4/5/24)
 - f. FC 3/14/24 (emailed 3/26/24)
 - g. 2024 Annual meeting minutes (emailed 4/2/24)
 - h. C&P 4/2/24 (emailed 4/5/24)
 - i. CSC 4/2/24 (emailed 4/5/24)
 - j. ACC 4/3/24 (emailed 4/5/24)

5. OFFICER REPORTS:

- a. President (Jim Stewart): N/A
- b. Vice President (Eric Faulring): N/A
- c. Secretary (Martin Kirk):
 - (1) Approved April GRIT publication
 - (2) Questions and Answers-will get with office personnel for status
- d. Treasurer (Randy Tripp): N/A

6. GUEST COMMENTS:

- a. Woody Farber-Assessment damages, Universal membership-majority of units do not mandate membership. How do you go about doing it in a proper way? Required membership contrary to unit covenants. NM HOA Act-two levels of membership.
- b. Ryan Woodard-Status on damages vs. fees, offering to help with email upgrade/growth.

7. COMMITTEE REPORTS:

- a. **Architectural Control Committee (ACC-Phil Krehbiel, Chair):**
 - (1) **Highlights of activity since last Board meeting:**
 - a. Morales lawsuit-motion filed to enforce settlement agreement. Trial set for Sept. 2024.
 - b. Berg lawsuit-in process of selecting mediator. Trial set for Feb. 2025.
 - (2) **Requests for Board Action:**
 - a. The Damages Assessment Policy, attached, be adopted.
- b. **Covenant Support Committee (CSC-Arthur Romero, Chair):**
 - (1) **Highlights of activity since last Board meeting:**
 - a. Won the AirBnB case against 2770 Wolfberry PI NE.
 - (2) **Requests for Board Action:** N/A
- c. **Community Service & Membership Committee (CS&M) (Elizabeth Edgren):**
 - (1) **Highlights of activity since last Board meeting:**
 - a. Bylaws revision continues. Our goal is to have a final version ready to be voted on by the membership at our 2025 Annual Meeting.
 - b. Making welcome visits to ten (10) new residents this month.
 - c. Per NM HOA, committees require two members, so the CS&M committee needs another person.
 - (2) **Requests for Board Action:**
 - a. Would very much like/feel the need for another Board member to volunteer to be on the CS&M committee.
- d. **Communications & Publications Committee (C&P) (Claudia Mitchell):**
 - (1) **Highlights of activity since last Board meeting:**
 - a. **C&P Committee meeting held April 2**
 - Gained one new member-good layout and publications skills.
 - b. Ways to raise awareness of The GRIT
 - Decided on a multi-media approach which will include hardcopy mailings, emailings, SHS inserts (tasks assigned) and a change in Website header ink from just "GRIT" to "GRIT newsletter" (done).
 - c. Ways to improve The GRIT

- Letters to the editor will be screened by Jim and incorporated as he sees fit in his monthly front page msg or in body of the issue.
 - “Yard of the month” feature in The GRIT, a multi committee project with CSC, and E&S (task assigned).
 - d. Incorporation of a database of topics in back issue of The GRIT into the website
 - IT Committee asked for input.
 - e. Next scheduled meeting scheduled for 2nd week of May, exact date, TBD.
- (2) **Requests for Board Action: N/A**
- e. **Environment and Safety Committee (E&S) (Kathleen McCaughey)**
- (1) **Highlights of activity since last Board meeting:**
- a. Working to better disseminate the wildfire info on the SHHA website, organize better the information now available, and make it more visible to the residents.
 - b. Trash pick-up scheduled for Saturday, May 11 @ 8:30 am. Paseo to Simms, both sides and the median.
- (2) **Requests for Board Action: N/A**
- f. **Executive Committee**
- (1) **Highlights of activity since last Board meeting: N/A**
- (2) **Request for Board Action:**
- g. **Finance Committee (FC) (Randy Tripp)**
- (1) **Highlights of activity since last Board meeting:**
- a. Tracking of legal costs to be placed going forward.
 - b. Tram tickets increase in 2025 to \$22048.00.
 - c. Scam charges on checking account/credit cards are being resolved.
 - d. Reviewing external audit procedures required for NM HOA compliance every 3 years.
- (2) **Requests for Board Action:**
- a. Approval from the Board to remove Susan McCasland, Roger Hagenruber, and Hugh Prather from Certificate of Deposit #5, as appropriate, at the Bank of Albuquerque, adding Jim Stewart, Randy Tripp and Martin Kirk. **APPROVED**
- h. **Nominating Committee (NC) (Eric Faulring)**
- (1) **Highlights of activity since last Board meeting:**
- a. Two new Statements of interest-interviews in the next couple of weeks.
- (2) **Requests for Board Action: N/A**
- i. **Ad hoc IT Committee (Eric Faulring, Chair)**
- (1) **Highlights of activity since last Board meeting:**
- a. Heidi to brief the Board on progress. Described the role out of emails to EC members, mailing lists for communication to the Board.
 - b. Opt into email list, EC has their own emails.
 - c. May Board meeting-Charter will be presented for formal creation of IT special committee per bylaw Section 7.4. Note that until bylaw revision, it will not have standing committee status.
 - d. Gathering information mode at this time
 - e. Here to help and work together
- (2) **Requests for Board Action: N/A**

8. EXECUTIVE SESSION TO DISCUSS

- a. Motion to approve a Policy for the Calculation and Imposition of Damages in Furtherance of the Enforcement of Reservations, Restrictions, and Covenants of Sandia Heights. (Phil Krehbiel)
- b. Discussion of potential personnel changes in the SHHA office staff.
- c. VOTE on two motions:
 - 1. I, Kathleen, move that the Board permits up to 80 hours per week of FTE staff positions. Seconded by Phil. Unanimously approved including Jim's proxy.
 - 2. I, Eric Faulring, move that we the board authorize the use of funds required to provide office staff competitive hours and benefits. It is anticipated that for the remainder of 2024, this amounts to staff expenses increasing by up to \$34,200 from the \$125,200 previously authorized by the Board for CY 2024. Second by Elizabeth. Unanimously approved including Jim's proxy.

9. UNFINISHED BUSINESS: Action Items from last Board Meeting: N/A


10. NEW BUSINESS:

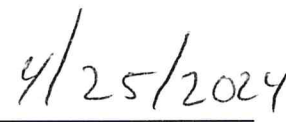
- a. Request for volunteer(s) to update/synchronize covenants on the website with those on record with the county, and in our office binders. (Eric Faulring) **Not addressed**


11. ANNOUNCEMENTS: N/A

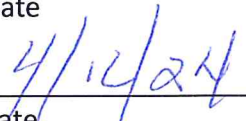
12. NEXT MEETING: The next Board meeting is scheduled for May 8, 2024.

13. ADJOURNMENT: 8:36 pm


Eric Faulring, Vice President


Date


Martin Kirk, Secretary


Date

X Board of Directors
 Executive Committee

Date Motion Emailed: NA

NOM Committee: ACC CSC CPC CS&M FIN E&S NOM

SHHA MOTION FORM

STATING A MOTION, please remember:

- Who will follow through on the action? – President, Board, individual, Committee?
- If the action requires “reporting back” or completion—to whom? when?
- If money is involved, how much? Are funds available? How will it be financed?
- If a committee is involved, which one? Is its task to: Consider, Investigate, Act?
- If a special committee (ad hoc) is to be formed, who will chair it, number of members, its specific task (which can’t fall within the assigned function of an existing standing committee), and its anticipated termination date?
- Use the 5 W’s: Who, What, When, Where, Why (& How, How Much) as necessary.

I, Eric Faulring, move that: we the board authorize the use of funds required to provide office staff competitive hours and benefits. It is anticipated that for the remainder of 2024, this amounts to staff expenses increasing by up to \$34,200 from the \$125,200 previously authorized by the board for CY 2024.

EXPLANATION/JUSTIFICATION (if necessary):

SHHA has challenges retaining qualified candidates in a competitive marketplace.

Signed: Eric Faulring

Seconded: Elizabeth

SECRETARY’S RECORD:

No. 2024-4-10-1-
(year - month - day - # - Committee)

(circle) Voting by: Voice Show of Hands Ballot
Unanimous Vote? Yes X No

Adopted Postponed Amended Lost Tabled
Referred to Committee (which one)

ACTION REQUIRED: POC DUE DATE

DISPOSITION (circle): P&PM BYLAWS