

BOARD MEETING MINUTES
SHHA Monthly Board Meeting November 12, 2025, at 6:00 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 Vice President at 6:00 PM.
2. **ATTENDANCE:** A quorum was present. **P: Present; E: Excused; A: Absent**

Officers		Members		Members	
President – Jim Stewart	E	Heidi Komkov	P	Terry Walker	P
Vice President – Kathleen McCaughey	P	Martin Kirk	P	Cathy Yandell	P
Secretary – Larry Dragan	P	Larry Layne	P	Paul Baumgartner	E
Treasurer – Charles Ewing	P	Claudia Mitchell	P	Andrea Edmonds	P
ACC Chair- Phil Krehbiel	P	Art Romero	E	*Mark Humphrey	A
CSC Chair- Stan Davis	P	Randy Tripp	P		

*Special task lead

Staff:

Trish Lovato-PRESENT

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

Mark Foehse-PRESENT

3. **APPROVAL OF November 12, 2025, Board meeting Agenda**
 - a. Motion to approve meeting agenda - **PASSED**
4. **CONSENT AGENDA ACCEPTANCE: ACCEPTED**
 - a. Architectural Control Committee (ACC)
 - 10/15/25
 - 11/5/25
 - b. Communication & Publications Committee (C&P)
 - 11/3/25
 - c. Community Service & Membership (CS&M)
 - d. Covenant Support Committee (CSC)
 - 11/10/25
 - e. Environment & Safety Committee (E&S)
 - 10/28/25
 - f. Finance Committee (FC)
 - 10/30/25
 - g. Governance Committee (GC)

- 10/13/25
- 10/27/25
- h. Nominating Committee (NC)
 - 10/29/25
- g. PNM Special Task Group

5. PREVIOUS MONTH BOARD MEETING MINUTES ACCEPTANCE

- a. Any changes to the October minutes as posted? **Accepted**, or Accepted with Changes

6. OFFICER REPORTS

a. President (Jim Stewart):

(1) PNM-Update by Randy Tripp

- Attend the community mtg Thursday, 13th at 5pm, St. Chads Church

b. Vice President (Kathleen McCaughey):

(1) Appointing Committee Members

- Violation of nonprofit act-Committees electing members without Board approval
- ACC, they can appoint members
- Board oversight-Appoint annually, annual review of all volunteers
- To start after Annual meeting
- Input welcome-open Board Seat and vacancies

(2) Annual Meeting draft procedure and timeline

- Grit article on plurality?
- Select date of Annual meeting-February 21
- Questions to be sent in ahead of time
- Submit questions and answers within 1 month of meeting.
- Email Blasts-Self nominations for Board members
- Vote by plurality explanations
- Plurality vs Majority inquiry/discussion

c. Treasurer/Finance (Charles Ewing):

(1) Review and discuss 1st draft of 2026 Budget

d. Secretary (Larry Dragan):

- (1) Reviewed and approved the November GRIT
- (2) Assisted in Trash pickup day

7. COMMITTEE REPORTS:

a. Architectural Control Committee (Phil Krehbiel, Chair)

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

- Phil gave proxy to Charles for his vote
- Unit 0-28 residents requested to attend Board meeting, ACC holding Special meeting Nov 18 @5:30pm in regards to 10 Sandia Heights ACC approval, letter sent to entire unit from ACC
- Political Signs-20 units require any sign on property needs approval (5sqft)
- For sale or rent excluded
- Propose-Guideline to preapprove political signs, flags, banners,
- Solar panels -

(2) Requests for Board Action:

b. Covenant Support Committee (Stan Davis, Chair)

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

- October Accepted 6, Worked 17, Closed 6, Open 11
- New CSC member Candidate Mark Foehse-MOTION vote was Unanimous
- GRIT: December article on Right-of-way Setbacks
- Do not endorse use of magnetic SHHA signs on vehicles when carrying out investigations
- Discussed our general letter-writing sequence for situations where HO's are not communicating and/or cooperating 1st letter > 2nd letter > 3rd letter > Policy on Dispute Resolution letter > Non-Litigious Attorney letter. CSC has a situation that is up to the non-litigious attorney letter phase, but an aspect if it needs to be clarified yet.

(2) Requests for Board Action:

- Committee appointment

c. Community Service & Membership Committee (Cathy Yandell, Chair)

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

- The new Charter for the CS&M will soon be posted on the webpage.
- We have organized a brunch at The Homestead Café on Sunday, December 7 from 10-12. Get there early to have a free pastry (for the first 50 people)! Free coffee for all, and latecomers will have a 15% discount on pastries.
- We have requested a budget increase for 2026 to allow us to sponsor at least one event per quarter.
- Until further notice, the inclusion of a chocolate bar in each welcome bag has been suspended – thanks to tariffs, the price of a Ghirardelli bar in the same store has risen from \$3.74 to \$6.29!

(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 updates completed and submitted to Trish
- Voting for the 2026 Resident Guide Cover Photo
- GRIT opening rate of the link to emailed copy has remained steady at 200
- Project of reviewing website for ease of navigation continued
 - Further discussed and decided on changes for homepage clarity/ease of navigation
 - Improved mobile app view of the GRIT archive
 - Discussed content of “dues-paying member and non-dues-paying member benefits”
 - Submitted to BOD Nov 3 for comment on/before Nov 6
- Still looking for C&P Committee Chair and GRIT editor for Claudia's replacement as of Feb 2026
- Heidi will work on a different layout of the GRIT. Marty and Terry will help as needed.

(2) Requests for Board Action:

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

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

- Great turnout for litter pickup-thanks to Rotary Club of ABQ Sandia
- Thank you Board members for helping out at Trash pickup day
- Budget-added signs for quarterly safety/homehardening education

(2) Request 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. Finance Committee (Charles Ewing, Chair)

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

- Reimbursement check issued to Patricia Lovato for extinguisher maintenance \$6.73
- Review and discuss 1st draft of 2026 Budget
- 25-30% increase for Insurance premiums
- 5 year office lease, don't agree with new management fees
- Next month final budget
- Send Questions to Charles
- Wise to spend reserves? Need to be cautious
- Insurance fees & Attorney fees eat up Budget

(2) Request for Board Action:

- Motion to grant a "Dues Holiday" for December 2025.-could it be in the 1st QTR of 2026? **Passed**

i. Nominating Committee (Kathleen McCaughey, Chair)

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

- Handout review of Director term limits
- Board size good for 2026, minimum +3
- Officer slate 75%-Jim will stay on the Board but not as President

(2) Requests for Board Action:

- Motion to Waive Term Limitations for 2 Board members **Passed**

j. Governance Special Task Group (Kathleen McCaughey, Chair)

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

- Review of policies 4.1 and 4.2
- Bylaws revisions
 - Complete-in governing documents and RONR review
 - Discuss Board meetings in December to start review process
 - Open to Elizabeth Edgren's input because she started process
 - December will have a couple of meetings to talk about revisions
 - Special meeting next year for Bylaws?
 - Proxy voting?
 - Charles proposes doing it at the Annual meeting
 - Will send out revision to the Board as is, has not been through R&R HOA Act or Scott

(2) Requests for Board Action:

- Motion to approve policies 4.1 and 4.2 **Passed**

k. PNM Special Task Group (Mark Humphrey)

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

- PNM meeting November 13, 5pm, St. Chad Episcopal Church, 7171 Tennyson St NE

(2) Requests for Board Action: N/A

l. Office staff (Trish)

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

- Holiday office closings and vacations. Trish off week of Thanksgiving.
- Appreciation of office staff support by Board

m. EXECUTIVE SESSION: N/A

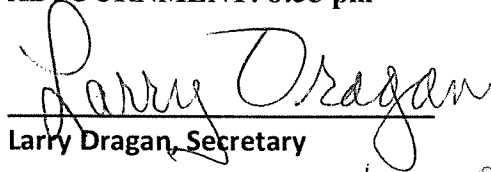
n. UNFINISHED BUSINESS: N/A

o. NEW BUSINESS:

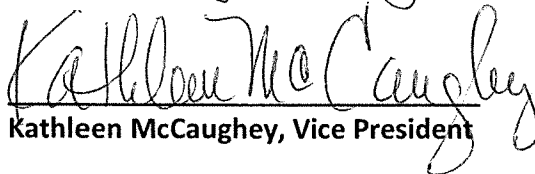
p. ANNOUNCEMENTS/BOARD COMMENTS:

q. NEXT MEETING: The next Board meeting is scheduled for December 10, 2025.

r. ADJOURNMENT: 8:35 pm


Larry Dragan, Secretary

1-6-26
Date


Kathleen McCaughey, Vice President

1/6/26
Date