

THE PARK AT WOODLAND OAKS OWNERS ASSOCIATION, Inc.

Annual Meeting Minutes

June 11, 2018

The annual meeting of the general membership of the Park at Woodland Oaks Owners Association, a Texas nonprofit corporation (the "Association"), was held at 798 Schertz Parkway, Schertz, Texas 78154, pursuant to call by the Board of Directors of the Association.

Director's Present: Edward Fair, Elizabeth Mays, and Sandra Stahl

Directors Absent: DJ Martin, Victoria Readnour and Bobby Jones

Also, Present: Sheila Stephens, Community Manager with Spectrum Association Management.

- A. **CALL TO ORDER:** Ms. Stephens called the meeting to order at 6:09pm.
- B. **PROOF OF NOTICE:** Notice was mailed to the general membership and proof of notice was presented.
- C. **QUORUM:** The bylaws require 10% of the general membership be present in person or by proxy to constitute a quorum. **With 25 members in person or by proxy, the quorum requirement was met.**
- D. **INTRODUCTIONS:** Sheila Stephens introduced the current Board Members to the membership present and herself as the Community Manager with Spectrum Association Management.
- E. **APPROVAL OF 2017 ANNUAL MEETING MINUTES:** Minutes were reviewed by the Membership. Homeowner Janice Smith made a motion to approve the minutes and Edward Fair made a second motion. All members were in favor of approving the minutes as written. The 2017 Annual meeting minutes were approved with no changes.
- F. **FINANCIAL REVIEW:** Mrs. Stephens reviewed the associations 2017 financials and the current 2018 financials for the membership.
- G. **BUSINESS REVIEW & UPCOMING COMMUNITY EVENTS:**
 - Easter Egg Hunt
 - Spring/Fall Garage Sales- First Saturday in May and October going forward
 - National Night Out
 - Christmas Holiday Décor Contest
 - Board asked for volunteers to help with community events.
 -

H. ELECTION OF BOARD MEMBERS

- The Board of Directors consists of seven (7) members on the Board.
- Three (3) open positions for three (3) year terms were up for election on the Board of Directors.

1. Introduction of candidates: There were four candidates on the ballot: Edward Fair, Dana Martin, Anthony Dublin, and Jennifer Hickman. Edward Fair and Dana Martin were running for re-election, Anthony Dublin and Jennifer Hickman were write-in nominations from the community. Edward Fair was present to introduce himself to the membership. Dana Martin, Anthony Dublin, and Jennifer Hickman were not present at the meeting to address the community. Nor were Anthony Dublin or Jennifer Hickman present to accept their nominations.

2. Nominations from the floor: There were not any nominations from the floor.

3. Voting: The ballot consisted of 4 candidates for the Board of Directors and 3 positions were open. Ms. Stephens requested two volunteers to assist with the ballot count that were not related to the candidates. Janice Smith and Michael Sigmon assisted with the ballot count and the tabulation totals. Edward Fair and Dana Martin, were elected to serve on the Board of Directors. Anthony Dublin's position on the Board is pending his acceptance of his nomination to the open board position, since he was not present at the meeting to accept the nomination.

I. OPEN FORUM: The members brought forth a question about the overgrowth on the shoulder of Woodland Park. The Board stated that it was an area that belongs to the City of Schertz and they are the ones that are responsible for maintaining it.

J. ADJOURNMENT: The meeting was adjourned at 7:07 pm