

**THE PARK AT WOODLAND OAKS
OWNERS ASSOCIATION, INC.
Schertz Library, room #2
798 Schertz Pkwy, Schertz, TX 78154**

Board Meeting Minutes August 16, 2017

1. Call to order: 6:05 P.M.

- Board members present were, Edward Fair, Bobby Jones, Victoria Readnour, Richard Tuley was on speaker phone in order to have a quorum of board members.
- One homeowner was in attendance, Mrs. Ludewig of 705 Broadleaf.

2. Approval of previous Minutes- May 10, 2017

- The board meeting minutes dated May 10, 2017 was unanimously approved as written.

3. Financial Review

- Mr. Fair went over the balance sheet, income statement and operating income statement with the board and the homeowner present. A question was asked as to the meaning of the term “A/P Spectrum Collections” in the Liabilities and Equity column and where it can be found in the other statements.

4. Business Review

a. Yard of the Month Updates. Richard Tuley has two remaining gift cards. One gift card was awarded for Yard of the Month for the month of August. The next two will be for the month of September and October.

b. Annual Community Calendar. Board members discussed the need for an annual community calendar to help with planning of events throughout the year. Items for the calendar discussion were the Easter Egg Hunt, spring and fall garage sales, National Night Out, seven months of Yard of the Month. A vote was made to have a neighborhood newsletter. Victoria Readnour will produce a newsletter before the next board meeting in November. Request was made for more name tags be made for board members, three more needed.

c. National Night Out: October 3, 2017. Discussion was made by the board of the items that are usually obtained at the National Night Out. If a new logo is required coordination with Mr. Moore will be needed to get new signs and a new banner. Need to order a bounce house. Mr. Fair and Ms. Readnour will contact the city, and vendors who might like to participate. It was noted that GVEC, RBFCU were present at last years’ event to meet with neighbors and give out information on their products and services. Mr. Jones has agreed to provide the food for this event. Mr. Tuley will coordinate with Mr. Moore and We-Rent-It Rentals to obtain a portable generator with light tower for this event.

d. Oversized/Commercial vehicle. A discussion was made in reference to the terminology used by the Spectrum Association Management Inc. site manager on an issued violation letter to a homeowner. After careful review of the DCCRs of the Park at Woodland

Oaks Owners Association by board member Bobby Jones, it was determined that the incorrect terminology was used on the violation letter sent. Mr. Jones made several attempts by email to have this corrected. It was agreed to by board members present that the board should have the latitude to discuss the communication process between the association management company and the Board of Directors of the HOA.

e. 2018 proposed budget (needs to be approved in an open meeting before October).

The 2018 proposed budget was not available to be voted on; therefore a special meeting must be called before October.

f. DCCR update. A discussion of the board was made as to what questions should be asked of the homeowners as to what needs to be changed on the DCCRs (Declaration of Covenants, Conditions and Restrictions). The existing DCCRs were executed on April 15, 1996 and many of the conditions that existed then are no longer applicable presently.

g. Possible survey to community. Mr. Bobby Jones proposed that a survey be made of all the homeowners to provide input for changes to the DCCRs after reading the existing document. Mr. Jones agreed to spearhead this project with the goal in mind of having a vote by the homeowners by the annual meeting of 2018. Ideas included, email blast, direct mailers, door to door canvassing. Mr. Jones indicated he may have a survey proposal by November board meeting. Mr. Ed Fair asked if Spectrum could provide an outline of this process and how it has worked in the past and what the legal requirements are for this process.

h. Nickles follow up. The board discussed this issue, and is requesting a follow up from Spectrum to determine if legal counsel from both sides had agreed to the settlement decision.

i. Community Garage Sale October 7, 2017. The board requests that Mr. Moore obtain the garage sale permit no later than September 7, 2017 if possible. It is also requested that we have new signs made up for the garage sale. Currently we have signs that say "Community Garage Sale Next Saturday" which restricts our putting the signs up to a week prior. We will need signs that say "Park at Woodland Oaks Community Garage Sale" with an area below for a dry erase marker. It was mentioned that we will need approximately 6- 12 signs. Board approval is needed with the proofs of the new signs before manufacture.

5. Next Meeting Dates

- a. Special Board Meeting for proposed 2018 budget- TBD
- b. Board Meeting - Tuesday November 14, 2017

6. Open Forum- Homeowner Q&A

-Mrs. Ludewig had questions for the board.

7. Executive Session

- There was no time available for an Executive Session due to time constraints from the Library. It **was** requested that we go back to the meeting format where the Community Manager would attend the meetings and have the arraignment prior to "Spectrum Lite" set up. We acknowledge there will be an increase in management fees.

8. Adjournment: 8:00 P.M.