



---

Schertz Library  
798 Schertz Pkwy  
Schertz, TX 78154

**BOARD MEETING MINUTES**  
**March 12, 2018**

**1. Call to Order: 6:10 P.M.**

- Board Members Present:  
Richard Tuley  
Edward Fair  
Victoria Readmour  
Sandra Stahl
- Spectrum Association Management:  
Community Manager Sheila Stephens was not present at this meeting.

**2. Approval of Previous Board Meeting Minutes**

- Tabled till next meeting.

**3. Financial Review:**

- The board members present reviewed the financials provided by Spectrum Association Management for February 2018. The board had one question regarding an administrative charge, that Victoria Readmour would email to Sheila Stephens, their community manager with Spectrum Association Management, so that she could provide clarification.
- **CD Rollover** - The 4 attending board members, voted to NOT rollover the CD expiring on May 15, 2018. As the CD matures, the board would like the funds placed into the Randolph Savings account.

**4. Business Review:**

- Easter Egg Hunt** - The 4 attending board members, decided to cancel this year's Easter Egg Hunt due to lack of available volunteers.
- Updated Attorney Contract** - The 4 attending board members, voted and approved the updated contract and fees for the lawyer and legal support.
- Spectrum Contract** – The 4 attending board members, voted to approve and move forward with the full Spectrum contact, versus Spectrum light.

- A recommendation was made in tonight's meeting for board members, who haven't yet, to tour Spectrum. In addition, each board member is to select a competitive management company to solicit an RFP so that we can insure due diligence on the part of the board and compare service offerings. Each board member should communicate to the board what company they are researching to avoid duplicate work.
- d. **Website Update** - The 4 attending board members, voted and approved the document instructing homeowners how to locate which covenants apply to their address. Community Manager Sheila Stephens was tasked with adding this document to the website.
- e. **Covenant Amendments** – Since the Board is in the process of aggregating input on the covenants and the associated letter to homeowners, this effort has been extended with a new due date of September 2018.

**5. Next Meeting Date: April 9, 2018**

**6. Open Forum- Homeowner Q&A:**

- a. The floor was not opened to questions from the membership due to no homeowners being present.
- b. The floor was opened to questions from the membership. All questions were answered to the satisfaction of the homeowner's present.

**7. Adjournment: 7:20 pm**