

Minutes of the Regular Meeting of  
The Board of Directors of  
Oak Ridge Village Homeowners Association  
November 11, 2002

**UNOFFICIAL MINUTES**

The regular meeting of the Board of Directors of the Oak Ridge Village Homeowners Association, a Texas nonprofit corporation (the "Association") was held at the home of Joleen Lammons, 13651 Bridgeview, San Antonio, Texas 78247 pursuant to call by the President of the Association.

**Directors Present:** Evan Guy, Raul Garza, Joleen Lammons, Vance Oliver.

**Directors Absent:** Darryl Byrd.

**Also Present:** Marisela De Leon of Association Management Services.

**Call to Order:** The meeting was called to order at 7:02 p.m., the President being in the Chair and the Recording Secretary present.

**Approval of Minutes:** It was moved and seconded that the minutes of the October 9, 2002 Board meeting (Appointment of Officers) be approved as presented; motion carried.

**Financial Report:** The Board reviewed the financials. Currently they did state that there one question regarding a SAWS bill that is currently being investigated by SAWS and SAWS did say it takes up to 30 days to investigate. The Board did say that they will meet an additional \$500.00 for the 2002 fiscal year end to complete the reserve funding. Again they are going to wait until the 2002 year end to fund that reserve. Evan reported that 210 homeowners took advantage of the 10% discount for October 1, 2003 fiscal year; 70 homeowners paid half of their assessments on time.

**Delinquent Accounts:** The Board had previously reviewed the delinquent accounts. Currently there are 6 homeowners at legal, 4 of which are currently in litigation.

**Committee Reports:**

There were no committee reports.

**UNFINISHED BUSINESS:**

No unfinished business was discussed. The Board went on to new business.

**NEW BUSINESS**

**\*Budget review.** Evan Guy presented to the Board a brief overview of the proposed budget. The Board members approved the budget unanimously.

**Improvements:** There is to be a one and three year improvement. Categorized into the one year.

Communications web site they do want to continue with the web site. Two homeowners are going to be taking advantage of this web site. He said one of the goals he really is for, one of the goals the Board has set out is to continue to have a town hall meeting at least quarterly. If there are people interested in placing ads in the web site for a business card size they are reviewing at charging \$60.00 per ad.

**1. Future of ORV**

Communications has gotten better between the board and homeowners  
Continue to meet quarterly with homeowners to update them on events/activities  
Continue to expand website possibilities

**1-year outlook**

Choose projects to commit to  
Formalize sub committees for projects  
Enhance website to allow all documents needed to be either filled out online or downloaded  
Increase reserve fund \$7500-\$10M  
Advertising on website

**3-year outlook**

Website allows payments online and all forms downloadable  
Projects completed:

1. Cabana at pool area
2. Small kids playground
3. Marquee in place
4. Vending machines at pool
5. Big kid playground in process
6. Speed bumps down Tavern Oaks

Active Committees (i.e. social, pool)

Dues reduced to \$250.00 a year (not done permanently, via coupon)  
Covenants and bylaws reworked and up-to-date  
Reserve fund fully funded

**2. Budget and Reserves**

Basically kept simple  
Would like to fund reserve by \$10M next year. It would take us to roughly \$40-47.5M.  
Project budget is for all projects discussed and approved.  
Approved 2003 budget

**3. Projects**

Playground

ages 3-11? Will be built on lot next to pool  
Possible swipe system  
Rough estimate on cost \$12-17M total (fence, equipment)  
No formal estimates received to date

Marquee

Sign on corner of Tavern Oaks and Ashley Oaks (samia's house)  
Roughly 5-6ft wide and 4 feet high  
No written estimates yet  
Roughly \$2500-\$2800

Fence/Cabana area at pool

Move fence back to awning  
Place pavestones in where ground coverage is (homeowners)  
Install 2-3 grills where groundcover is (homeowners)  
Leave 3-3.5 ft of fence where drop-offs occur  
Leave opening to bathrooms and put emergency phone on wall for 24 hour access  
(homeowners)  
Install gate to allow access to clubhouse  
Install reinforced door/gate between clubhouse and bathrooms  
Savings from pay phone - \$840.00/year  
Estimate for fence is \$2M  
Install wooden awning that would cover from sidewalk fence to over kiddie pool and  
from existing fence to awning (hopefully homeowners/contractors)  
Estimate is \$3-3.5M

Big Kid Playground

Area between graveyard and stone fence  
Multi area would include tennis, basketball, ?  
Would need fence to surround area  
Possibly shrubbery around fence or tarp covering  
Possibly swipe key controlled  
No written estimate to date  
Best guess \$12-15M (include fence, concrete, sports equipment, etc.)

Tile in clubhouse

Put non-slip tile (sattilo or the like) throughout clubhouse  
Roughly 1500 sqft  
I have tile saw  
Grout  
Additional tools  
Savings-steam cleaning, replacement of carpeting, life of tile  
Cost - \$1M-3M (dependent on labor and tile cost)

Website

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**Website**

All forms available either on web site or downloadable from web site  
Advertising on web site (\$60/yr or \$35/6 months)  
Add forum discussion to web site to allow interactions between homeowners/board/  
mgmt company  
Keep current on a monthly/bi-weekly basis  
Allow payments online to reduce fees from mgmt company.  
Allow homeowner payments online for easier access  
Savings – reduced copying costs  
Cost - \$35 year

**Speed Bumps**

2-4 down Tavern Oaks  
Obtain signatures and submit to SA  
Complete requirements of city  
Inquire about costs to see if we can fund  
Install  
Estimate is free-\$5M

**4. Roles and Responsibilities**

Evan explained the roles and responsibilities of the Board of Directors, and in particular his role as the President. As President he wants the Board to follow Roberts Rules of Orders and this means he will abstain from voting unless there a tie. He will only vote after each Board member has voted and a decision cannot be made with the votes at hand.

**5. Misc.**

Incoming faxes - ACC, bids, etc. (\$1 per page)  
Lifeguard stands are to be ordered this year from George Trappe if his initial proposal remains under \$500.00 per stand.

**\*Trash pickup.** AMS was requested to get a schedule of holidays in which Waste Management and the City of San Antonio on their trash pickup holidays.

**\*Next meeting.** Scheduled tentatively for December 16, 2002 at 6:30 p.m.

**\*Landscape bid.** They would like to have a new landscape bid for xeriscape, mostly evergreens and some other shrubs that are also green. They would like a proposal from Rogers Gardens.

**Adjournment:** There being no further business, the meeting was adjourned at 9:45 p.m.

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Evan Guy, President

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Marisela De Leon, Recording Secretary