

**Minutes of the Regular Meeting of
The Board of Directors of the
Oak Ridge Village Homeowners Association
February 3, 2004**

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, Joleen Lammons and Gary Stevenson

Directors Absent: Vance Oliver

Also Present: Carol Porter, Association Management Services, Inc.

Call to Order: The meeting was called to order at 7:05 P.M., the President being in the chair.

ADDITIONS TO THE AGENDA: None at this meeting.

APPROVAL OF MINUTES: It was moved and seconded to accept the minutes of the November 17, 2003 regular Board meeting as they stand.

UNFINISHED BUSINESS

Pool hours: After a short discussion, the Board agreed that the pool hours would be as follows; Mondays from 11:00 A.M. to 7:00 P.M., Closed Tuesdays, Wednesdays – Thursdays - Fridays 12 Noon to 8:00 P.M., Saturdays 12 Noon to 9:00 P.M. and Sundays from 1:00 P.M. to 8:00 P.M.

The Board did not decide on the opening date of the pool season or how long the pool season will last. However, pending some additional information including the date for the last day of this school year, the Board will set the pool opening date well before the pool season is to begin. Ms. Porter said she would find out when the last day of school is this year and pass this information on to the Board.

Lifeguards pay scale & duties for 2004: Mr. Guy noted that it is most important that the lifeguard payroll stay within budget this year. Ms. Porter stated to the Board that she had informed Mr. Fletcher Watson of Community Pool Management that the lifeguards for this year need to be paid between \$8.50 and \$9.00 per hour, but at the very least an average pay rate of \$8.50 per hour. Mr. Guy said that the lifeguards average pay rate has to be no more than \$8.50 if this is going to remain in budget.

Ms. Porter said that Mrs. Lowry planned on meeting with Mr. Watson and the lifeguards prior to pool season to go over the main functions the lifeguards are to handle during the pool season. Ms. Porter said she would relay to Mr. Watson the email information where the Board discussed the additional duties they want the lifeguards to be responsible for this year.

Location for Benches on Playground: Mr. Guy shared with the other Board members present

where he and Mr. Oliver had discussed placing the 3 new benches for the playground. After a short discussion and the repositioning of one bench, the Board agreed on the placement of the benches.

Plans for Parking lot across from clubhouse: Mr. Stevenson presented to the other Board members a preliminary site plan and proposal for the parking lot across from the clubhouse that Mr. Stevenson received from Ozuna, Briones, Cueva Consulting Engineers, Ltd. The Board reviewed the plans as Mr. Stevenson explained the proposal cost breakdown. Mr. Stevenson stated that he would clarify with the engineering consulting firm on the \$4,800.00 for the field topography, grading plan, drainage study/report, etc. to see if it does include the cost for the architectural landscape design. The Board did approve the parking lot layout as presented.

At this time, the Board discussed how this project could be paid for since it will have a cost of approximately \$20,000.00 and determined that making a loan would be the best way to pay for this project as well as assist in paying for the other planned projects for 2004. The Board wants to check into making a loan for \$25,000.00 or two separate loans, one secured for \$15,000.00 and one unsecured for \$10,000.00. The Board wants to have the loan or loans paid off within 8 years. Mrs. Lammons and Ms. Porter will check on credit union and bank loan rates.

Clubhouse exterior & interior repairs: Mr. Stevenson informed the Board that of the three proposals received for the repair of the walls in the clubhouse closet and utility room, the estimate Ms. Porter received from G & J Services for \$340.00 is the best estimate so far. The Board asked Ms. Porter if she would contact Mr. George Trappe of G & J Services to ask what he would charge to fix an exterior repair on the side of the clubhouse that faces Mason Crest. Mr. Guy said he would email Ms. Porter the phone number for Mr. Ron Galeck so she could get an estimate from him as well.

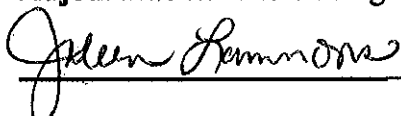
Review/Discussion on 2004 & 2005 projects: The Board discussed the umbrellas needed for the pool this year and Mrs. Lammons will handle purchasing those for the Association. However, the much needed shade structure for the kiddie pool will be paid for with a portion of the loan the Board is planning on making for the parking lot project. Ms. Porter will get additional information on the sizes, colors, contractors, etc. for shade structures to give to the Board.

Discussion on Covenant changes for a Quorum: Tabled

NEW BUSINESS

Schedule date & time for Town hall meeting: After some discussion, the Board decided to hold the Town hall meeting on February 24, 2004. The agenda for this meeting will be 1.) Parking Lot, 2.) Pool Season, 3.) Open Discussion. Mr. Stevenson and Mrs. Lammons will work on a flyer and get it delivered.

Adjournment: There being no further business, the meeting adjourned at 8:30 P.M.



~~Evan J. Guy~~, President

Joleen Lammons



Carol Porter, Recording Secretary