

**Minutes of the Board Meeting of the  
Board of Directors of the  
Oak Ridge Village Homeowners Association  
May 27, 2014**



**OAK RIDGE  
VILLAGE**

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 Oak Ridge Village Club House, 3902 Tavern Oaks, San Antonio, Texas 78247, pursuant to a call by the Board of Directors of the Association.

**Directors Present:** Connie Smith, Meredith Morgan, Joleen Lammons and Olivia Alva

**Also Present:** Marisela Delgado, CMCA®, AMS®, PCAM®, of Association Management Services, Inc. ("AMS") and Nick Rose, Member of the Association

**Call to Order:** Connie Smith called meeting to order at 6:30 PM.

**EXECUTIVE SESSION:** Executive session was called to order at 6:31 P.M.

○ Landscape Contract – After discussion. The Board made a motion to initiate an agreement with Roger's Gardens for an annual contract amount of \$10,748.26 plus applicable taxes. Motion carried.

○ Fencing Along Thousand Oaks – After review of 2 bids submitted the Board accepted SA Quality Fence bid in the amount of \$996.01. Motion carried.

○ Tree Trimming @ Entry/Pool Area: A motion was moved and seconded to have Roger's Gardens trim trees at the entrance, pool/rec area in the amount of \$4,140.00 plus tax. Motion carried.

○ ACC Issues: A request was made for Management to follow-up on Deck on Bridgeview and a Pergola on Summer Glen.

Adjournment of Executive: Executive session was adjourned at 7:00 PM.

Regular session of the Board Meeting called to order at 7:01 PM.

**APPROVAL OF MINUTES:** The minutes from the meeting held on March 4, 2014 with correction of Ms. Smith's name being capitalized on page 2. A motion was made and seconded to approve the minutes with the correction. Motion carried.

**FINANCIAL REPORT:**

**Review Account Balances** Olivia Alva reviewed the finances with the Board. She provided a spreadsheet for all to review. She also requested for Management to insert a separate line item for Rec/Common Area Improvements to show where the money from the sale of the lot on Tavern Oaks is going towards. As of 5/27/14, Management reported Operating Fund had **\$51,219.13.**

**A. Reserve Funding** –A motion was moved and seconded to combine the three CD's maturing in July to one. Motion carried.

**COMMITTEES:**

**A. Landscape Committee Report** – The Board discussed adding shrubs along the fence line of the pool. A motion was moved to obtain proposals to enhance the Common areas with shrubbery. Motion carried.

- B. Social Committee Report** – Ms. Smith reported the Easter Social was a success with approximately 40 children in participation. The next Social scheduled is 4<sup>th</sup> of July Parade which Ms. Lammons is coordinating.

**NEW BUSINESS:**

- A. Deed Enforcement** – A motion was moved and seconded to have a Resolution for Enforcement of the Deed Restrictions. This resolution outlines the process and how the Board may take appropriate action to enforce the Deed Restrictions. They will be posted on the website once recorded. Motion carried.
- B. Park Update** – Ms. Smith reported contractors are lined up to install concrete pads and to run electricity to this area. Cement pads are \$1,862.00 and electrical work is \$7,078.00. Tables are scheduled for delivery June 9<sup>th</sup>. Management will coordinate with Ms. Smith to ensure contractors have adequate coverage.
- C. Maintenance** – The Board requested from Management to have Titan Services increase their cleaning schedule to twice a week dues to increased usage of the pool and common areas.
- D. Cameras @ Pool** – Ms. Smith stated she has scheduled for ADT to come out and assess if an additional camera can be installed to cover all of the pool area.
- E. Greenbelt Maintenance** – Ms. Smith contacted the City of San Antonio to clean out mow and/or shred all greenbelt & easement property belonging to the City.
- F. Fence line Along Thousand Oaks** - A motion was moved and seconded to send a letter to all members adjacent to Thousand Oaks as the entire fence line is in need of replacement. In the letter the Board moved and seconded that the Association will lend money to each member interest free to be paid back within a twelve month period provided they sign a promissory note which will be handled by the Association Attorney and fence to be installed within the first six months of the initial letter. Motion carried. A motion was moved and seconded to have the fence line approved by the ACC so that proper materials are used to include sealant. Motion carried.

**Date of Next Board Meeting:** August 26, 2014 @ 6:30 PM

**Adjournment:** There being no further business, the meeting adjourned at 8:30PM.