

**Minutes of the Annual Meeting of  
the General Membership of  
Oak Ridge Village Homeowners Association  
October 21, 2004**

The annual meeting of the General Membership of the Oak Ridge Village Homeowners Association, a Texas nonprofit corporation (the "Association") was held at the Oak Ridge Village Clubhouse, 3902 Tavern Oaks, San Antonio, Texas, pursuant to call by the President of the Association.

**Directors Present:** Joleen Lammons and Vance Oliver.

**Directors Absent:** Gary Stevenson

**Also Present:** Carol Porter of Association Management Services.

**Call to Order.** Mrs. Lammons called the meeting to order at 7:10 p.m. Mrs. Lammons introduced the Board of Directors as well as Carol Porter, the Association Manager.

**Determination of Quorum.** Mrs. Lammons reported that there were not enough property owners present to meet the ten percent quorum required by the Bylaws of the Association both by proxy and in person as only 16 members were present. The Board decided to have an open discussion with the members present and reschedule the annual meeting for the purpose of electing two Board members and approving the 2003 annual meeting minutes.

**Proof of Notice.** The notice of the meeting was sent to all members of record on October 7, 2004 as required by the Bylaws of the Association. Everyone present had received the notice.

**Approval of Minutes.** Due to the lack of a quorum, the minutes from the October 16, 2003 annual meeting were reviewed, but not approved at this meeting.

**2003 Year-End Report.** Mrs. Lammons asked the members present if they had any questions concerning the 2003 year-end report that had been included in the annual meeting mail out. The membership present had no questions concerning the 2003 year-end report.

**2004 Budget Review.** Mrs. Lammons asked the members present if they had any questions concerning the 2004 budget which notes the income and expenses through September 2004 and was sent with the mail out packet for this annual meeting. Mrs. Lammons did explain the year to date budget figures for the membership present. There were no questions from the membership present. **Elections:** Although there was not a quorum at the meeting, Mrs. Lammons announced that Mr. Norman M. Downs and Mr. Raul Garza were the two homeowners whose names were sent in as nominees for the Board election by the deadline of October 20, 2004.

At this time, Mrs. Lammons asked Mr. Downs to stand and tell the members present why he would like to be on the Board. Mrs. Lammons stated she would speak for Mr. Garza as he was unable to attend the meeting because he was at work.

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Mr. Downs introduced himself and shared with the members present that he would like to be a Board member to help with several Association issues, such as the swimming pool, parking for the pool/clubhouse area and speeders in the neighborhood. Mr. Downs suggested that perhaps a notation of the speed limit should be added to the annual meeting mail out packet. Mr. Downs is a family man, retired and is involved with the VFW.

Mrs. Lammons stated that Raul Garza had previously been on the Board and been heavily involved in the Association since he moved into the subdivision. Mr. Garza is a police officer with the San Antonio Police Department and a family man.

Due to the lack of a quorum, Mrs. Lammons said that another meeting would be called for next Thursday, October 28<sup>th</sup>. The meeting will be at the clubhouse from 7:00 P.M. to 7:30P.M. for the purpose of establishing a quorum, elect two Board members and approve the annual meeting minutes from 2003.

Mrs. Lammons explained that the members present could vote tonight or could return next Thursday to vote. It was noted that the ballots/proxies from this meeting would not be counted until such time as the quorum was met.

**NEW BUSINESS**

**Parking Lot Survey Results:** Mrs. Lammons stated to the members present that thus far 45 homeowners have returned their parking lot surveys. Of the 45 returned, 38 are for the parking lot, 5 are against and 2 are neutral. Mrs. Lammons said the parking lot would be aesthetically pleasing to the neighborhood and would help alleviate traffic on Tavern Oaks.

The question was asked as to whether the lot where the parking lot would be built would be leveled, if there would be landscaping and if a short wall might be built along the parking lot. Mrs. Lammons said the lot would be leveled and there were plans to landscape the area. However, a wall had not been discussed as yet.

**Other:** Mrs. Lammons explained that a FAQ sheet was available at the meeting that covered some of the main concerns homeowners in the subdivision had including speed humps/bumps, four-way stop at Mason Crest and several others. A question was asked about the "Slow - Children at Play" signs. Ms. Porter explained that she had spoken with Mr. Leonard Pruett in the traffic division with the City about having these signs. Ms. Porter reported that Mr. Pruett stated that the signs could not be installed as they are not recognized by the City as a viable information sign. The information the sign states is already known by the driver and therefore the sign does not register with the driver making the sign useless.

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A homeowner present stated it seemed unusual to be able to have caution - duck crossing signs and not be able to have signs for up for children at play. The homeowner stated the ducks had also made a mess on the sidewalk at her home. Mrs. Lammons explained that the duck crossing signs were in no way meant to show that the ducks were more important than the children, but rather a cute way of letting homeowners know that there was a mama duck and her babies at the front of the property so people would watch out for them.

A homeowner asked if it was okay to have the temporary election signs noting the candidate they were for in their yard. Ms. Porter stated that the Board did not have a problem with these small temporary election signs.

At this time a discussion was held in reference to how the Association might be able to have enough homeowners attend the annual meeting so that a quorum is established. Several ideas that came up were to have refreshments, pot luck dinner and to add curtains to the clubhouse windows to help make the acoustics better.

Mr. Kelly who lives on Summer Glen announced that termites have been discovered in his back fence as well as his neighbors. Mr. Kelly stated that the members present might want to check out their fence lines and that the Association was going to help get the word out about the termites so other homeowners were aware and could also check their fence lines.

**Adjournment.** The meeting was adjourned at 8:30 p.m. to be continued on October 28, 2004 at 7:00 P.M. at the clubhouse located at 3902 Tavern Oaks.

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The meeting was reconvened on October 28, 2004 at the clubhouse located at 3902 Tavern Oaks.

**Directors Present:** Joleen Lammons

**Also Present:** Carol Porter of Association Management Services

**Call to Order:** The meeting was called to order at 7:00 P.M.. the President being in the chair and Recording Secretary present.

**Quorum Requirements:** There were 32 members attending in person or by proxy. Quorum requirements were met for the annual meeting. The following items occurred:

**Approval of the 2003 Annual Meeting Minutes:** With no corrections or questions, the minutes

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of the October 16, 2003 meeting were approved as presented.

**Election of Two Directors:** The names of Norman Downs and Raul Garza had previously been placed in nomination. The floor was opened for additional nominations. There being no other nominations, the floor was closed. However, there was one write in vote for Mr. Steve Ramirez. The votes were counted and the outcome was that Mr. Raul Garza received 46 votes, Mr. Norman Downs received 45 votes and Mr. Steve Ramirez received 1 vote.

Mr. Garza and Mr. Downs were elected to the Board of Directors to each serve a three year term.

**Adjournment:** There being no further business, the meeting was adjourned at 7:45 P.M.

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Joleen Lammons  
President

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Carol A. Porter  
Recording Secretary

UNOFFICIAL MINUTES