SUMMERWIND HOA

MINUTES OF BOARD OF DIRECTORS MEETING OF THE BOARD OF DIRECTORS

Date: 02/20/2014

The meeting of the Board of Directors, Angela Casas, Monica Moreno and Karen Mueller, of the Villas of Babcock, Summerwind HOA, was held on 02/20/2014, 6:30pm, at Luby’s Cafeteria, 9251 Floyd Curl, San Antonio, TX 78240.

Directors Present:

Ms. Angela Casas, Board Member at Large, Treasurer

Ms. Karen Mueller, Vice President, Secretary

Ms. Monica Moreno, President (attended via teleconference)

Also Present Were:

Annie Sierra, Administrative Property Manager, Acting Secretary

3 homeowners

Directors Absent:

None

Counsel Present:

None

Call to Order

Karen Muller, Acting President, called the meeting to order, and Annie Sierra, Acting Secretary, recorded the minutes. A quorum of directors was present, and the meeting, having been duly convened, was ready to proceed with business.

Annie Sierra presented the Agenda with a packet to the Board and the homeowners present which included the duties of the Administrative Manager and the duties of the Handy Man.

Agenda

Item 1. Annie Sierra presented to the Board general information about the February 03, 2014 Annual meeting of the Board.

Item 2. Financials

Karen Mueller brought forth information concerning projected capital improvements and maintenance and the Board discussed briefly the need to focus on the PlaySystem repairs, gate repairs and camera replacement for FY 14.

Acting President did not request reporting of current financials.

Old Business

The Board next discussed future financial planning.

Item 1: *Gate repairs:* Gate repairs have become costly and a new gate company should be utilized. The Board agreed to table this project to review various company bids and make a selection at the next meeting. Monica Moreno will look into some of the present bids and contact the companies and present best options at the next meeting.

A homeowner acknowledged by the Board suggested the gate company chosen be one that can program the gate to provide automatic gate access as soon as a medical siren is close like apartment complexes are installing. This may be a problem because the subdivision is so close to the Medical Center and the gate may be opening frequently unnecessarily.

Karen Mueller also suggested a push for all homeowners to get gate remotes. One suggestion was to monitor the gate at high peak hours and ask homeowners who do not have gate access to purchase gate remotes from the HOA. A homeowner present suggested that the gate is usually vandalized around 2:00am so the Board needs to decide what time to choose for the push of remotes.

It was also brought forth by Karen Mueller that the SAPD Patrol Officer is too costly and that is a service that should be discontinued once the gate is installed.

Item 2: *Gate Camera:* Currently the gate camera is broken and must be replaced. It is a costly project but one that will greatly enhance security in the subdivision. All Board Members agreed to table this project until the next meeting to review various company bids and make a selection. Karen Mueller and Monica Moreno will talk with different companies and research high-end items such as license plate recognition, 24 hour surveillance via a company etc, and present to the Board at the next meeting.

Item 3: *Better Subdivision signs:* It was suggested by Angela Casas that a sign is needed stating that all vehicle parked on the cross streets from 1:00 to 6:00am are subject to tow without a visitor tag. The Board agreed to table this item for further discussion at the next Board Meeting.

Item 4: *The Play System and the Park:* The Play System at the Park will be repaired next week. Angela Casas interjected we have to be more prudent with cost of labor decision; mentioned that it was costing us approximately $60/piece to install. The original system was installed by various homeowners. Karen Mueller and Monica Moreno voted via email on February 9, 2014 to approve to reinstall 11 warranty playsystem parts and 4 replacement playsystem parts for $979.66

There is a tree at the park that has split and two bids were presented by Annie Sierra, one to trim he tree and one to remove it. Teague Tree Services recommended removal of the tree but the Karen Mueller and Monica Moreno voted to trim the tree only. Annie Sierra will contact Teague Tee Services.

Item 5: *Subdivision lighting:* Several lights in the ground have been vandalized throughout the Subdivision and need to be updated. This item was tabled by the Board for further research of cost. Annie Sierra will contact the electrician and maintenance man to see if decorative cages with locks can be purchased and installed around each light. This information will be presented at the next Board Meeting.

Item 6: *Update of Governing Documents:* The Board agreed to carry forward with this item. Ms. Mueller will contact the lawyer to request a meeting with him to update our current governing documents in accordance with the new House and Senate Bills. Angela Casas stated that the lawyer charges for each visit and to make sure that all requests be given to the lawyer all at once to prevent paying for several meetings.

Ms. Mueller also did not approve of homeowners speaking at the HOA Board Meetings. Angela Casas stated they could speak as long as they are acknowledged. Karen Mueller will verify with the lawyer and inform the Board at the next meeting if this is in compliance with the new House and Senate Bills.

Ms. Mueller will also check with the lawyer to see if a capped expenditure can be placed for the Board of Directors to be able to make decisions on repairs and maintenance without having to wait for an official vote at the meetings.

Item 7: *Financial Audit:* An audit of the books is requested by Karen Mueller and Monica Moreno in the next there months. The cost is close to 1,000 dollars. Angela Casas agreed to interview other auditors because there are not enough transactions in the HOA books to justify such a high expenditure. Angela Casas will look into other CPAs/Auditors and get more bids.

New Business

The Board next discussed a number of strategic topics.

Item 1: Review of Part-time Administrative Manager: Ms. Mueller and Ms. Moreno would like to accept all the current responsibilities of the Administrative Manager to save costs. They also suggested that homeowners can also help out and they would look into soliciting help for items like trash pick up throughout the subdivision, property and yard violations, etc. It was agreed to table this item for the next Board Meeting but Annie Sierra would turn over some of her tasks to Karen Mueller. These tasks will be announced via e-mail by next week.

Item 2: *Review current landscaping Services:* This item was tabled for further discussion so other companies can be researched. Monica Moreno and Karen Mueller would research other companies.

Item 3: *Review of* *Towing Services:* Karen Mueller did not think it is a good idea to tow and would like to come up with a new plan. The Board agreed to table this item for further discussion.

Item 4: *“Next Door”:* Several important items were addressed via the “Next Door” site. It was agreed to only the use this site for social networking and present official items via Board Meetings or in writing to the homeowners.

Item 5: *Upcoming Community Events:* This item was tabled due to time constraints.

Item 6: *Restriping of Subdivision:* It was voted by the Board to carry forward with the restriping of the subdivision and to utilize the company instead of the maintenance man since the company has more expertise. Karen Mueller will contact the company and set it up.

Executive Session

Acting President did not open the executive session of this meeting.

Adjournment

There being no further business to come before the meeting, the meeting was adjourned at 7:58pm.

Respectfully submitted,  
Annie Sierra, Acting Recording Secretary