

**Minutes of the Regular Board of Directors Meeting  
Of  
Woodview at Bulverde Creek Homeowners Association, Inc.  
January 28, 2010**

The regular meeting of the Board of Directors of Woodview at Bulverde Creek Homeowners Association, a Texas nonprofit corporation (the "Association"), was held at 3714 Lenten Rose, San Antonio, Texas, pursuant to call by the President of the Association.

**Directors Present:** Tammy Windsor, D. Robert Bird, Todd Roper, Lorrie Tibbetts, Blake Pearson

**Directors Absent:** None

**Also Present:** Greg Heaton, "Association Administrator", of Association Management Services (AMS).

**Call to Order:** The meeting was officially called to order at 6:10 p.m., the President being in the chair and the Recording Secretary present.

**Quorum:** The Association's governing documents require that a majority of the directors shall constitute a quorum for the transaction of business. There are currently five (5) Directors on the Board with five (5) Directors present. The quorum requirement was met and the meeting was properly constituted to conduct business.

**Approval of Minutes:** It was moved and seconded that the minutes of the October 7, 2009 Regular Board of Directors Meeting and the November 12, 2009 Organizational Board of Directors Meeting be approved as presented. The motion carried unanimously.

**Financial Reports:** Mr. Bird presented the financial reports of the Association consisting of the Bank Statement Summary, Balance Sheet, and the Budget Comparison. He explained the different reports in detail to the new members of the board. The Financial Reports will be kept with the Association's records.

**Litigation Reports:** The Board reviewed the current Aging Report of delinquent accounts and the Litigation Report from the Association's Attorney.

Mr. Bird explained to the new members of the board the contents of these reports and the need to keep these reports confidential.

**Business Conducted Electronically since the last Board meeting and ratified today:**  
The Board reviewed and ratified the record of electronically conducted business as reflected below:

- a. 10/22/09; The Board of Directors approves bid from Pape-Dawson Engineers in the amount of \$3,500 to identify and mark property lines of the Association's greenbelt lots.
- b. 11/16/09; The Board of Directors approves funding of the community web site that includes web hosting fees and domain name registration fees in the amount of \$9.99 per month.
- c. 11/24/09; The Board of Directors approves payment plan submitted by homeowner on Canyon Parkway.
- d. 12/14/09; The Board of Directors approves the creation of a Board Resolution to establish rules and guidelines regarding reader board protocols.
- e. 12/29/09; The Board of Directors approves funding of storage rental unit for Association physical assets including but not limited to community signs and holiday decorations in the amount of \$264.00 annually.
- f. 01/12/10; The Board of Directors approves filing suit against homeowner on Canyon Parkway for the failure to cure multiple covenant violations on their lot and property.
- g. 01/13/10; The Board of Directors approves forwarding a homeowner covenant violation case regarding improper storage of garbage containers to the Association's Attorney for resolution. In addition, the Board instructs the Association Administrator to escalate covenant enforcement measures of garbage containers stored in view of the street throughout the community.

**Unfinished Business:**

- a. **Garbage Containers Stored in View:** The Board discussed issues centering on the new city's garbage containers and enforcement measures. Mr. Bird made a motion to change the ACC guidelines by removing the "good faith effort" clause allowing containers to be placed behind the A/C unit alongside of the dwellings. Ms. Tibbetts seconded the motion and the motion carried unanimously. The Association Administrator explained the steps of enforcement to the Board. Mr. Bird made a motion authorizing the Association Administrator to send garbage container covenant violation cases to the Association's Attorney once other recourses have been exhausted. Mr. Roper seconded the motion and the motion carried unanimously.
- b. **Pape-Dawson Survey of Greenbelts:** After review of the contracts and discussion of the survey that was conducted, the Board instructed the Association Administrator to contact Pape-Dawson Engineers to set up an appointment with Mr. Roper to review the survey results.
- c. **Fence Stain Colors:** Mr. Bird and the Association Administrator presented several scenarios, options, and color schemes to the Board. After discussion, Mr. Bird volunteered to get more color swatches from vendors and suppliers so the Board could vote on acceptable colors for the community.

**New Business:**

- a. **Yard and Fence Maintenance:** With this topic being discussed in depth during unfinished business, there was no new discussion on this agenda item.

- b. **Reader Board:** The Board discussed several issues regarding the new reader board that was installed at the main entrance monument area. Mr. Roper volunteered to check if narrower characters are available and acquire more sets including a punctuation set. Mr. Pearson and Mr. Roper will take responsibility of reader board messages. Mr. Pearson will develop communications guidelines that will include protocols for the types of messages displayed on the reader board.
- c. **Landscape Improvements:** The Board agreed to table this agenda item until the next Board Meeting in the spring.
- d. **Bulverde Road Development:** Mr. Bird spoke of some decisions the Bulverde Corridor Planning Team which he is a member have agreed upon. A public meeting is scheduled for next Tuesday, February 2, 2010 at 7:30 p.m. for community residents to attend. The public notice flyer has been posted on the community web site and the community calendar of events.
- e. **Governing Documents of the Association:** Ms. Windsor stated that several homeowners were not in possession of the Association's Bylaws and Covenants. Mr. Bird explained that these documents are generally given to buyers during the transaction of the property either by the realtor or the title company. The Association Administrator explained that the community web site currently lists all the governing documents and their respective volume and page number locations at Bexar County Public Records. He added as a possible option, these documents could be converted to Adobe Reader format and placed on the community web site for download by the members. The Board agreed and instructed the Association Administrator to place these documents on the community web site for download.

**Adjournment:** It was moved and seconded to adjourn; the meeting was adjourned at 8:34 p.m.

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Tammy Windsor, President

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Greg Heaton, Recording Secretary