

**Minutes of the Annual Meeting of The General Membership  
Promontory Pointe Homeowners Association  
October 24th, 2013**

A meeting of the general membership of the Promontory Pointe Homeowners Association, a Texas nonprofit corporation (the "Association"), was held at Lifehouse Church, located at 20825 Wilderness Oak, San Antonio, TX 78258, pursuant to call by the President of the Association.

**Directors Present:** Paul Brown, Michael Nelson, Julie Agena, Nathan Harmon, Philip Ott, David Petershock, Chris Barnes, Jeff Clay

**Also Present:** John Bouchier, Association Manager, Association Management Services

**Directors Absent:** Irene Hernandez

**Presentations:**

**Stephen Palacios, Chief Deputy for the Bexar County Tax Assessors Office:** Mr Palacios reviewed services and some new programs being offered by the Tax Assessors Office including new payment plan options.

**Trish Garza, Promontory Pointe Piranhas Swim Team Parent Leader:** Ms Garza reported that participation increased this past season, encouraged families to register online starting in April for the next season to start in May 2014. The swim team raised \$1000 in funds which they would like to donate to the HOA toward the cost of a marquee sign that would provide another means of communication and announcements to be utilized by the swim team in addition to the HOA.

**Call to Order:** The meeting was called to order at 7:25 p.m., the President being in the chair and the recording secretary present.

**Verification of Quorum:** Mr. Bouchier verified that the quorum requirements were met. A quorum of 10% of the 772 total lots is required. There were 42 homeowners present and 59 represented by proxy for a total of 101 homeowners represented. Therefore, the quorum requirements were met.

**Introduction:** Mr. Brown, President, introduced himself, the Board members present and John Bouchier, HOA Manager.

**Adoption of Standing Rules:** Standing rules, as published in the annual meeting packet, were presented and adopted in accordance with HOA rules.

**Proof of Notice:** Mr. Brown stated that, in accordance with the bylaws of the Association, the proof of notice of the Annual Meeting was sent to each homeowner via first class mail on October 10th, 2013. All homeowners present received a copy of the packet.

**Appointment of Tellers:** Tellers were appointed to count election votes in accordance with HOA rules.

**Approval of Minutes of Previous Annual Meeting:** The membership received a copy of the October 25th, 2012 meeting minutes in the annual meeting packet. Mr. Brown asked if there were any corrections needed. The meeting minutes were approved with no corrections.

**President's Report:** Mr. Brown updated homeowners on the activities of the Board during the past year including improvements (reduction of irrigation water usage, sidewalk at the park, shade sail at the pool and other improvements), participation in the District 9 Neighborhood Alliance and Wilderness Oak Alliance, participation in seminars to ensure HOA compliance with new state laws.

**Treasurer's Report:** Mrs. Agena provided attending members with a copy of the balance sheet and provided an overview of the current financial status which includes no debt as this was paid off last October. She

discussed the importance of reserve funds for future neighborhood needs and that the Board continues to work toward reaching reserve fund goals.

**Volunteer Recognition:** Mr. Brown presented Derek Elliot, Scout Troop Leader, and the Scouts of Troop 420, with the Volunteer of the Year Award for their dedicated service to the community. The Troop received an engraved plaque and gift card.

**Committee Reports:**

**ACC:** Bryan Agena and Mr Brown discussed the role of the ACC and noted that ACC forms are available on the HOA website. He advised residents to contact the ACC for assistance and questions before starting landscaping and architectural projects.

**Landscaping:** Jeff Clay and Mr Brown discussed the numerous projects undertaken by the committee throughout the year including reduction of water usage and plans for future xeriscaping.

**Recreation:** Chris Barnes reviewed several improvement projects being considered at this time.

**Security:** Nathan Harmon discussed the successful National Night Out event sponsored by the committee in October.

**Social:** Rhonda Kliess discussed several community events sponsored by the committee

**Election of Three Directors:** Mr. Brown thanked the two retiring board members (Mike Nelson, Philip Ott), and awarded each a plaque in recognition of their service. Ms Agena thanked Mr Brown who is also retiring for his service to the board and presented him with a plaque. There were seven nominees for the three open Board positions (Kelly Blaskowsky, Joe Bowlin, Cecil Jones, Andrew Staffier, Kregg Boreani, Scott Hoppe, and Annie Ortega). Ballots were collected from the floor. After tabulation, the election of the following three members was announced by the president:

Joe Bowlin (Pointe), Annie Ortega (Peak), Andrew Staffier (Reserve)

**Questions from Floor:** Mr. Brown and the board responded to various questions from attending homeowners.

**Adjournment and Homeowner Forum:** The motion was made and seconded to adjourn the Annual Meeting at 8:15 p.m. Homeowners were invited to meet with their respective board members directly following the meeting to discuss neighborhood-specific issues.

Respectfully submitted,  
Julie Agena