

**Minutes of the Annual Meeting of the General Membership
Promontory Pointe Homeowners Association
October 30, 2018**

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: Jeff Clay, Dennis Westberg, Julie Agena, Annie Ortega, Ryan Sweeney, George Lampe, Genesis Eakes, Michael Wiley and Lonnie Knight.

Also Present: Ken Piland, Association Manager, Diamond Association Management and Consulting

Presentations: Bryan Nalor, Constituency Aide for the District 9 City Council Office, provided information regarding upcoming events including D9 SA Climate Open House Nov 2, Delegate Agency tour Nov 2, D9 Holiday Party Dec 5, office visiting hours, and participatory budgeting, with details and contact info available at <https://www.sanantonio.gov/Council/d9>.

SAPD SAFFE Officer Dennis Quinn endorsed participation in COP, and he reported an overall decrease in security issues and crime in our area over the past year. He reported an increase of tailgate thefts. He reported that mail theft is an ongoing concern although decreased over last year, but is addressed by the US Post Office.

Call to Order: The meeting was called to order at 7:12 p.m., the President being in the chair and the recording secretary present.

Verification of Quorum: Mr. Piland verified that the quorum requirements were met. A quorum of 10% of the 772 total lots is required. There were 38 homeowners present and 55 represented by proxy for a total of 93 homeowners represented. Therefore, the quorum requirements were met.

Introduction: Mr Clay, President, introduced himself, the Board members present and Mr Piland.

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

Proof of Notice: Mr Clay 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 postmarked October 11, 2018. All homeowners present indicated receiving a copy of the packet.

Appointment of Tellers: Tellers were appointed to oversee election vote counting in accordance with HOA rules.

Approval of Minutes of Previous Annual Meeting: The membership received a copy of the minutes for the annual meeting held October 24, 2017. Mr Clay asked if there were any corrections needed. The meeting minutes were approved by the membership with no corrections.

President's Report: Mr Clay updated homeowners on the activities of the Board during the past year including improvements and being awarded CAI HOA of the Year for 2017. The Board continued fiscal discipline and contributions to reserve funds which allow the HOA to be prepared for any large repair or replacement expenses. The Board has been working with City officials to address any concerns, and participates in the District 9 Neighborhood Alliance to be involved in issues pertaining to this City district and maintain contact with the Councilman's office as well as other elected officials. The Board participates in the Wilderness Oak Alliance to address concerns that are common to other neighborhoods along this corridor. The Board has also maintained contact with SAFFE Officer Quinn regarding concerns in the neighborhoods.

Treasurer's Report: Mrs. Agena provided homeowners with a copy of the current balance sheet and provided an overview of the current financial status, which she reported is very strong with sufficient operating funds, increases in reserve funds, and no debt. She discussed the importance of reserve funds for future common area and neighborhood major repairs and replacements, and that the Board has been diligent in working toward

reserve fund goals. She reminded homeowners that the current budget is posted on the HOA website, and the Board will be finalizing the 2019 budget in mid November.

Committee Reports:

Landscaping: Mr Clay presented photos of multiple projects that were completed. Mr Mark Fantasia was introduced and the Yard of the Month program discussed.

Security: Mr Westberg encouraged more homeowner volunteers for COP. National Night Out event was held October 2nd.

Recreation: Mr Clay reported a significant decrease in vandalism at the pool and pavilion since cameras were installed.

Social: Mr. Clay reported the committee has been active this past year with volunteers coordinating multiple events. Ms Amy Green, Committee Chair, introduced new Committee Chair Jordan Hoppe, and Halloween and December events announced.

Communication: Mr Clay discussed the regularly emailed newsletters to homeowners as well as frequently updated info on the HOA website, encouraged homeowners to sign up for emails if not already receiving them and utilize the website. He reported that a volunteer is needed to help with the emails and website.

Architectural Control Committee: Carol Laue, Committee Chair, discussed the importance of obtaining approval for any exterior improvement/change prior to doing the project.

Volunteer Recognition: Mr Sweeney presented the Volunteer of the Year Award to Jessica Portlock for her contribution to the community. She proposed the concept and plans for a Little Free Library to the board, which was implemented and installed at the park, and she has monitored its use and books. Ms Portlock received an engraved plaque and gift card as a token of appreciation.

Three Board Directors whose terms ended upon this meeting adjournment were awarded plaques in appreciation of their dedicated service, Annie Ortega, George Lampe and Lonnie Knight.

Election of Three Directors: There were 3 candidates for the three open Board positions (Jeff Clay, Stephanie Reyes, and Jonathan Groenke). Ballots were collected from the floor. After tabulation of these and the proxy/absentee ballots, Mr Piland announced the election of the following three members:

Jeff Clay (Pointe), Jonathan Groenke (Heights), and Stephanie Reyes (At Large).

Questions from Floor: Mr Clay and the Board addressed questions from homeowners on a variety of topics.

Adjournment and Homeowner Forum: A motion and second motion were made to adjourn the Annual Meeting at 8:20 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