

## The Villas of Babcock (Summerwind) Annual BOD Meeting Minutes 1/7/2019

### I. Called to Order

Martin Salazar, President, called to order the meeting at 730pm. The following directors/officers were ultimately present at the meeting: Karen Mueller, Martin Salazar, Valerie Watson, Angela Casas and Monica Moreno.

### II. President/Treasurer's Report

Martin Salazar presented current balances and motioned to move the \$5000 from Operating account to Reserve Account. Karen Mueller seconded. Motion carried.

### IV. Secretary's Report

1. 11/20 Meeting minutes were previously sent to BOD. Paper copies were presented. Valerie Watson made a motion to accept, Martin Salazar seconded. Motion carried. 2. Karen presented a report on status of petty cash. Balance \$1313.41.

### V. Summarize Business conducted via Email

Business for diagnosis of irrigation leak for \$125 was reviewed/approved via email, along with approval for an addition \$200 if the issue was able to be corrected at the time of diagnosis. Invoice from J12 Designs for website hosting was received/sent to Martin for payment. Karen reported that order for the paint for the park wall was refunded due to inability to ship to USA. An ACC approval was executed for fence repairs to Teves. Followed up with Trio again questioning if annual statements had been sent. It was reported they were sent Wednesday, January 2, 2019.

### VI. Old Business

- Park wall update o As above unable to obtain anti-theft paint. Discussion ensued and BOD agreed to call 311 to inquire about hot wire, investigate for other substances and obtain a quote from Bexar Mowing for installation of cactuses behind the wall. - Status of new parking rules/enforcement o Karen reported calling Bexar Towing on multiple occasions to request tows and they never came or towed. Discussion ensued and was determined we need to get information to dispatchers. Status of signs in visitor parking: Martin reported Bexar Towing no longer wants to update them but he will call and inquire again because the signs still reference visitor tags from 1-6a. o Monica presented options for Securitas monitoring: \$14/drive-thru for 2 per day, \$16/drive-thru for 1 per day but based on budget not sure where that money would come from. - Christmas decorating contest o Karen posted to nextdoor but had not seen votes. BOD indicated there were votes received. Needs follow-up. - Gate status o Karen reported mag locks are installed. BOD agreed to close the gate. Monica will make necessary calls. Monica also agreed to continue to be responsible for monitoring camera footage.

## VII. New Business

- Budget review/approval o Martin reviewed the draft budget he had prepared. Much discussion ensued. BOD agreed \$3000 budgeted for gate and no going over. Additional discussion ensued but no motion was made to approve the budget. - Property Mgmt Change to Full Service o Karen reviewed the 4 bids she had received and the bid from Trio was reviewed. ▪ Trio \$825 with 2 drive-thrus per month plus "Depending on how many (letters) are certified or first class will determine but it will most likely be around \$150-\$200." So approximately \$975-\$1025 total per month with the additional fees for letters/postage. (Trio is currently \$525 for financial only.)

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▪ CSM (Financial Only) - \$325 ▪ Hill Country - \$600 with 1 drive-thru/month or \$725 with 2 drive-thrus/month. "Supplies billed at cost and 3 standard mailings included in monthly fee. Additional or Customized mailings are \$2/letter." ▪ Spectrum - \$695 with 1 drive-thru/month and "All administrative fees such as paper, copies, postage, etc. are charged on an as-needed basis at cost plus 15%." ▪ Birdy Properties - \$1100/month o Carlos (member) reported that his HOA pays \$75/month in mgmt. fees and that their insurance is significantly less. He offered to provide quotes to Summerwind. He also reported that he has left 6 voicemails for Trio inquiring about statement for annual dues and indicating he wanted to pay. He received NO response at all. o Monica Moreno motioned that we accept the bid from Trio for full service. Martin Salazar seconded. Karen Mueller was in opposition. Valerie Watson abstained. Motion carried with agreement from Angela Casas to provide quorum.

Karen had to leave at 915p so Martin tagged to document additional motions/discussions/adjournment time.

## VIII. Member Open Forum

IX. Next meeting – 1/14/19

X. Adjournment – 930 PM