




**Villages of Westcreek Owners' Association
12395 Military Drive West
San Antonio, Tx 78253**

Subject: Election Committee Meeting Minutes

Date: February 1, 2012

In attendance: Richard Gentry, Brenda Tate, Bill Fenstermacher, Gene Hopkins, Barbara Hopkins & Guy Oliver.

- 1. Richard Gentry (Chairman) called the meeting to order at 6:00 P.M.**
- 2. Bill Fenstermacher was elected as Vice Chairman**
- 3. Gene Hopkins was elected as the Secretary.**
- 4. The following is the current schedule to prepare for the election of three (3) Board members:**
 - a. The revision of the Ballot that was used previously was accepted by Bill Fenstermacher who will e-mail the revision to the Committee members to view for any corrections and approval.**
 - b. The revised Ballot must be approved and printed for availability no later than March 2nd.**
 - c. The Ballots will be prepared for mailing between March 5th and 7th.**
 - d. Ballots will be mailed on March 8th.**
 - e. 'Meet the Candidates' will be held at the Board meeting on March 15th at 7:00 P.M.**
 - f. Absentee Ballots must be received no later than April 17th.**
 - g. There are two keys for the Ballot box. One will be in the possession of the Election Committee Chairman and the other will be possessed by the Community Manager.**
 - h. Added security will be a medical seal on the Ballot box to ensure the safeguard and integrity of the votes.**
 - i. Absentee votes will be validated at 12:00 noon on April 18th.**
 - j. The election will take place on April 19th at 7:00 P.M.**
 - k. After the Board of Directors confirm that the deadline for voting is closed, the Election Committee will meet in the Conference room to count the votes.**
- 5. The Meeting was adjourned at 7:10 P.M.**


Gene Hopkins
Election Committee Secretary

February 2, 2012
Date