



# Westcreek Times



Villages of Westcreek Newsletter  
July-Sep 2010



***Summer evokes images of bright  
sunshine, golden afternoons, ice  
cold lemonade, juicy watermelon,  
and a hammock in the shade.***

**Have a Safe and  
Happy Summer!**

## National Night Out 2010

By Ken Lemanski, Superintendent of Standards

National Night Out 2010 will be observed in Texas on Tuesday, October 5, 2010. This is an opportunity for everyone to get to know their neighbors and to help fight crime in our community. This program only works if it is done in small neighborhood groups so you get to know your neighbors. I would encourage everyone to start planning this now with your neighbors. If you go to the National Night Out web site at [www.nationaltownwatch.org](http://www.nationaltownwatch.org) you can register your group for National Night Out. Be creative and have fun!

Crime Prevention involves everyone in the Villages of Westcreek. Our Cellular On Patrol group has grown, but we still need more volunteers; the more people we have looking out for each other, the better it is for our entire community. Information is posted on our web site or

you can contact the association office for more information.

Each resident of Westcreek needs to be more proactive on how we are protecting our own property. It amazes me when I drive around our different villages and see garage doors wide open with no cars in them. This tells a potential burglar, two things, no one is home and he or she can walk right into the house. Another thing we all can do as homeowners is cut down the large bushes in front of our homes. These large bushes are hiding your windows, but they are also a screen for a burglar to break into your home undetected. The use of exterior lighting is a very good deterrent to crime; criminals do not want to be seen or heard. Do not leave valuables out in plain site in your vehicle. You are only asking for someone to break into your vehicle and steal your property.

If we all take the proper precautions to help prevent crime and get to know our neighbors this summer, we all can have a safe and enjoyable summer here in the Villages of Westcreek.

## VWOA Community Information

**Phone:** (210) 679-8761

**Fax:** (210) 679-0040

**After Hours Duty Phone** (Emergency Only):  
(210) 854-9282

**Address:** 12395 Military Drive West  
San Antonio, Texas 78253

**Office Hours:** Monday, 9 a.m. to 6 p.m., and  
Tuesday-Friday, 9 a.m. to 5 p.m. Please contact  
staff to make an appointment for after hours.

**Website:** [www.villagesofwestcreek.com](http://www.villagesofwestcreek.com)

**E-mail:** [board@villagesofwestcreek.com](mailto:board@villagesofwestcreek.com)  
[staff@villagesofwestcreek.com](mailto:staff@villagesofwestcreek.com)

### **Board of Directors:**

President - John Steele

Vice President - Alan Foss

Secretary - Kevin Drummonds

Asst. Secretary - Rick Severs

Treasurer - Judi Cannon

### **Staff:**

Elizabeth Jensen, Community Manager

Oswald Willis, Assistant Community Manager

Kenneth Lemanski, Superintendent of Standards

DeAdra Harston, Superintendent of Parks & Rec.

Freddie Gavia, Superintendent of Maintenance

Grace Briggs, Administrative Assistant

Jennifer Bell, Administrative Assistant

Kimberly Birchfield, PT Administrative Assistant

Al Machail, Coach

### **Committees & Chairs:**

Architectural Review, Marshall Geasler

### **Westcreek Times:**

Publisher - VWOA Board of Directors

Editor - VWOA Staff (Interim)

Design and Layout - PROMotivations

Webmaster - PROMotivations



## *President's Corner*

By John Steele, President  
HOA Board of Directors



Hello neighbors! We have begun a new chapter in Westcreek with four new members of your Board of Directors, and we appreciate your support and confidence in us. A special thanks to all of those community members who supported us and Westcreek. There are a lot of actions that we have caught up in our first few Board meetings and many more to address. On behalf of your Board, I welcome you to come out to our Board of Directors' meetings. We post on the Association Calendar of Events the specific time and place of our meetings. We have tried something new by moving the Board meetings to Saturday afternoons to increase homeowner participation. We are looking for feedback from you on which you would prefer, weekday evenings or Saturday afternoons for the Board meetings.

We have many opportunities for volunteers to assist on committees and projects. The success of our programs and projects rely on the volunteers who make them successful. I personally thank all of the volunteers who have already stood up to serve our community. Another very important action I would request all homeowners do is sharing with us your email and contact information. This is critical in getting to you timely information about upcoming events and activities. It is very easy to do, just stop by and drop off your contact information to the staff in our Community Center. If you are a renter, please add your information also. For the homeowners that rent out their properties, please keep us informed of your information, this will help us contact you if the renter is not maintaining your property which you are responsible for. We won't flood your inbox with spam email and we will NOT sell or share the information. Your privacy is important to us, but so is keeping in touch with you. One of the new Board's first initiatives has been to thoroughly review and secure the staff network. Two very generous neighbors have spent a great deal of time providing top notch comp-  
(Continued on page 3)



## *President's Corner*

### *(Continued from page 2)*

uter support in helping the staff to protect your data. We are also investigating a method to provide online assessment payments and account reviews. Many of our neighbors have an outstanding balance of less than \$100 and the staff has not sent out notices due to the low balance due; however, when you want to use the pools or park you will be unable to until the assessments are paid in full. It is all about communication and keeping you informed about what is happening in your neighborhood. That brings us to another very important topic we are focusing on, public safety. Mr. David Panter, one of your neighbors, has volunteered countless hours of his time in leading our Cellular on Patrol (COP) program. He is still looking for volunteers who would like to participate. Crime in Bexar County and here in Westcreek concerns many of you and it also concerns us. We have established a Public Safety Committee to investigate projects to address the concerns and also to spread the message on what homeowners can do to help. We have all invested a great deal of time and labor to have a home here in Westcreek, the best neighborhood in San Antonio, and we want to protect that investment and especially our families. It is time we control the crime rate instead of it controlling us.

At the time of this newsletter you will have no doubt heard the Community Manager, Ms Elizabeth Jensen, and the Assistant Community Manager, Mr. Oswald Willis have both tendered their resignations. As I am writing this article, your Board is reviewing resumes of candidates for both of these positions with a very big focus on customer care and service. We all appreciate the work Elizabeth and Oswald have done for our community and wish them well in their future endeavors.

These are all of our neighborhoods and form the community we live in, Westcreek. Let's all remember why we moved here and the fact we chose to live in a covenant community. Many of our neighbors have forgotten their responsibilities, such as lawn care and home appearance, and this affects all of us. Please remember to be a good neighbor and maintain your homes according to the covenant that you signed and please pay your assessments on time. We, as a community, are suffering with a deficit of approximately \$100,000 in outstanding assessments. That, ladies and gentlemen, is a major set-

back to programs, community activities and services for you to enjoy. Please pay your assessments and pay them on time.

Thank you again for the opportunity to support you as a member of your Board of Directors and in the office as your President of your Association. Contact me or any member of the Board through our online email contact link on our community website <http://www.villagesofwestcreek.com/> or email directly to [board@villagesofwestcreek.com](mailto:board@villagesofwestcreek.com), I look forward to hearing from you.



## *Seniors Group*

The Westcreek Seniors would like to invite all adult Westcreek Homeowners to join us for a morning of Fellowship, fun and games on the 2<sup>nd</sup> Thursday and the 4<sup>th</sup> Tuesday of each month at 9:30-11:30.

Come meet and get to know the wonderful people in Westcreek. We look forward to seeing each and every one of you.

Interior & Exterior General Repair	Free Estimates Guaranteed Work
<b>ALLEN'S PROFESSIONAL PAINTING &amp; REPAIR</b>	
1302 Northborough San Antonio, TX 78253	CHRIS ALLEN (210) 679-6257

## Why Scoop the Poop?

By Oswald Willis, VWOA Assistant Community Manager

Besides being a nuisance, uncollected dog waste is a serious problem for our association. Next time you're tempted to leave your dog's droppings on the lawn, please remember these facts:

1. The Environmental Protection Agency is becoming aggressive about enforcing the Clean Water Act. Our association could be fined if dog waste goes uncollected.
2. Uncollected dog waste may lead to a special assessment if fined by the EPA. The association could face a potential special assessment that would be levied against all members—not just dog owners.
3. The appearance and quality of the common areas are known to affect home sales; it can determine how quickly a home may sell, for what price, or if the home sells at all.
4. The more residents complain about dog waste, the more time the manager must spend on enforcement rather than serving the association.
5. Uncollected dog waste spreads disease and attracts rodents who feed on pet waste.

## Why Do We Need Reserves?

Equipment and major components (like the roofs) must be replaced from time to time, regardless of whether we plan for the expense. We prefer to plan and set the funds aside now. Reserve funds aren't an extra expense—they just spread out expenses more evenly. There are other important reasons we put association monies into reserves every month:

1. Reserve funds meet legal, fiduciary, and professional requirements. A replacement fund may be required by: secondary mortgage markets in which the association participates (e.g., Fannie Mae, Freddie Mac, FHA, VA),
2. Reserve funds provide for major repairs and replacements that we know will be necessary at some point in time.
3. Reserve funds minimize the need for special assessments or borrowing. For most association members, this is the most important reason.
4. Reserve funds enhance resale values. Lenders and real estate agents are aware of the ramifications for new buyers if the reserves are inadequate. Many states require associations to disclose the amounts in their reserve

funds to prospective purchasers.

5. The American Institute of Certified Public Accountants (AICPA) requires the community association to disclose its reserve funds in its financial statements.

## Security Suggestions

By Alan Foss, Vice President, VWOA Board of Directors

Greetings Westcreek Residents. My name is Alan Foss, and I was recently elected as Vice President to your Board of Directors. I would like to present some ideas regarding security for our community. It would be in our best interest if vehicles could be parked off the street allowing security, including police, to drive down the streets and have better visibility of our homes, to identify unwelcome visitors.

We are investigating the use of vehicle stickers to identify Westcreek residents so outside vehicles can be recognized.

Our Public Safety Committee is looking into surveillance cameras at key locations to try to put a handle on "tagging." With the use of cameras, we may be able to identify the culprits.

We recognize the need for increased standards monitoring; therefore, the Board, at our last meeting, increased the hours of the monitors from 16 to 20 hours. Additionally, I have been able to secure a volunteer monitor, which will help beef up our staff.

I would welcome your comments and opinions of our very large HOA incorporating into its own Municipality. I may be contacted at [alanfoss@satx.r.com](mailto:alanfoss@satx.r.com). Please include your phone number in any emails. I would kind of like to have my address be Westcreek, TX.



Here is a photo of some deer in the overflow parking lot of the Community Center. Photo was taken from one of the office windows, spring 2010.



## From the Standards Department

By Ken Lemanski,  
Superintendent of Standards

There have been some changes made within the Standards Department this past Spring. In this month's newsletter please read the article on the new standards which came out in April. You can also find a copy of these on our web site. We are also now allowing each homeowner or tenant to have two yard sales a year. Yard sales will be held on the second Saturday of each month except for May and October when the Community Rummage Sale is held at the Sports Park. These yard sales will be monitored by a Standards Compliance Monitor.

I have also moved some of the monitors around to different villages and changed the number of homes some of them are monitoring for compliance. So you may see some new faces in your neighborhood this summer. These are experienced monitors, but they may be new to your neighborhood.

I want to thank the 95% of you who comply and keep your property up to the standards and keep our villages looking good. The 5% who do not do what is asked of them and what they agreed to when they bought in a deed restricted community, the Standards Department has to deal with. The best thing we can do as homeowners and tenants is to keep maintain the community standards. Sometimes positive peer pressure is the best way to conquer those who do not want to comply. I receive telephone calls and emails on a daily basis from homeowners who report those who do not comply with the standards of the association. Some of these incidents we may already be aware of, but if it is something new we will look into it right away.

Another area of concern right now is the cutting of the lawn. The maximum height you can have is 5 inches. The home owner or resident is also responsible for the grass and weeds in the seams of the sidewalk, driveway and the curb. You also are responsible for **picking up all** grass clippings. They should not be allowed to get into the storm drain system. If you allow this to happen you can be fined by Bexar County Environmental Control or investigated by the San Antonio Water System (SAWS).

For the months of March and April, your Standards Monitors have written over a thousand Courtesy Notices for each of those two months. The association has also filed lawsuit on a homeowner who was not keeping their property up to the standards of the association.

If you want to come out and see what the Standards Monitors do on a daily basis, you are encouraged to come out and walk with a monitor for a day. Come out and learn what they look for and how they work with the home owners in their areas of assignment. I also have the monitors visiting each others' areas, so we can put a fresh set of eyes into an area to help with consistency and keep the standards on the same level of enforcement.

If we all work together as an Association, we can keep Westcreek looking nice and keep our property values up.



As a member of the Villages of Westcreek HOA, you and your family are eligible for membership.

# Change is Good!

## 10¢ash Back

on all Debit Card purchases

**Join online – [rbfcu.org](http://rbfcu.org)**  
210-945-3300 or 1-800-580-3300

**RBFCU**  
RANDOLPH ★ BROOKS  
FEDERAL CREDIT UNION

If you use your debit card to make purchases denominated in a foreign currency, you will be charged a foreign exchange fee by MasterCard® to convert currency. Federally Insured by the NCUA.



# Let's Get Active!



By DeAdra Harston, Superintendent of Parks & Recreation

Hot summer nights are here! We have things to do, people to see, and places to go. Flag football is under way and all are having a super time. We are splashing up some strength and cardio in water aerobics. Just ask David, it isn't just a girl's class. The Tour de France starts this month; will Lance Armstrong ride true and strong? Who's your team in Soccer's World Cup? Pack your cooler with some ice cold drinks and join us for some good times.

**Things to do:** you and a non-resident friend can now take our classes together. The non-resident will pay an additional 10% for registration fees. As always, VWOA members are registered first. Come try: water aerobics, karate, a pick-up game of basketball, and tennis. Sweat the stress away dancing in Zumba or cardio kickboxing. Join our bike club every 4<sup>th</sup> Friday of the month for some hard core "tuck in behind" riding or a leisurely 10 miles. Moms bring your children for a great day or night of crafting in our Scrapbooking classes. You say you are a night owl, we have a midnight water aerobics class for you every third Friday night. SMASH dance camps are going all summer long. Come register, starting July 26, for our Fall Soccer Program. Soccer starts Saturday, August 21.

**People to see:** come see your friends race in our very own VWOA Tri-athlon. On Saturday, August 14 we will have a sprint Tri-athlon here at VWOA. We will have a 3-member team competition, individual women and men's age group competition and the top athletes. The age for entering the Tri-athlon is 8+. The information will be available in the office on July 12. You have 6 weeks to prepare, start training now! Another great place to see people, our Annual Picnic on Saturday, August 28. Third time is the charm! Join us for some good ol' bar-b-que, and some exciting Bingo sponsored by the Seniors group who have opened the group to some great socializing for all VWOA Adults. We will have horses, face painting, tug of war, snow

cones, best VWOA pie and jam contests, and some rock'en music! Don't miss it!

**Places to go:** the Missions game on August 7. Come to the office and reserve your seat by July 23. Return to the office on Monday, July 26 to pay and pick-up your ticket from a Missions representative. Go to the Hot Summer Nights Bazaar at the Community Center on Saturday, July 10, 1:00 – 8:00 pm. This is a fun family event for you to shop and eat some summer treats! Tell your friends!

I am asking for your volunteer help with the Tri-athlon and Annual Picnic. Come to the office or e-mail me for details. [ywoa-rd@sbcglobal.net](mailto:ywoa-rd@sbcglobal.net).

Thank you to all those courteous families who have been so helpful and understanding at our pools. The pools are definitely the cool place to be. As a reminder, it is the Fire Marshall Code that set our pool capacity at 100. That does not mean 100 people splashing in the pool; it means 100 people within the pool gates. We are very fortunate to have two pools to use. Our gate guards communicate with me, so if one pool is full, we will let you know if the other pool is available for dipping.

I am reminded of the story of two men in the woods. They came to the edge of tall pine trees and were face-to-face with a raging bull. The first man turned and ran up the closest climbable tree. The second man ran into a cave. Quicker than he ran into the cave, the second man ran back out and ran up the same climbable tree. The first man, now stressed and angry for they were both hanging on for dear life, yelled at the second man, "why didn't you stay in the cave?" The second man replied, "there was a raging bear in there!" Sometimes we need to personally step back, take a deep breath, and not judge so quickly. The gate guards and life guards are great people doing a tough job. Attitude, attitude, attitude. Together let's have a super summer!



**Don't forget the  
sunscreen!**



# Volunteers!

By Kevin Drummonds, VWOA Board of Directors

Wikipedia defines **Volunteering** as the practice of people working on behalf of others or a particular cause without payment for their time and services. Volunteering is generally considered a selfless activity, intended to promote good or improve human quality of life, but people also volunteer for their own skill development, to meet others, to make contacts for possible employment, to have fun, and a variety of other reasons that could be considered self-serving. In the case of Volunteering for your Community, I would like to think it is for all these reasons. Which-ever it may be, your Community needs YOU to help ensure the Association provides a high quality of service while balancing the budget.

Your Board Members are volunteers themselves and understand the demand on your time. The reality is there are always costs associated with services and facilities. Volunteers increase and improve services for everyone while reducing the need to increase assessments. Your Board Members and Staff are committed to improving the Villages of Westcreek and balancing the budget, but we cannot do it without you.

Here is your opportunity to shape the Villages of Westcreek in the manner that you would like. Whether you serve on one of the many Committees, help out at the annual picnic/rummage sale, or whatever, you are making a difference. Here are just a few of projects/committees that we are working on in

which your assistance and input is needed:

- Communications
- By-Laws and Administrative Resolution Review/Update
- Security
- Finance Committee
- Election Process
- Landscaping Committee
- Standards
- Parks and Recreation
- Ideas?

Cellular on Patrol (COP) is another volunteer opportunity that permits you to help your neighbors. While independent of the Association, we (the VWOA) fully support the efforts of this program. If this an area of interest for you, contact David Panter (Westcreek COP Team Captain) at (210) 274-5599.

Many of your friends and neighbors are already out there making a difference. Help them and us to return the volunteer spirit to the Villages of Westcreek. Volunteer or just have your input heard by emailing [Board@VillagesofWestcreek.com](mailto:Board@VillagesofWestcreek.com) or calling (210) 679-8761 with the area(s) you wish to serve and you will be contacted.



## ADVERTISE IN THE WESTCREEK TIMES!

**GUIDELINES:** A complete list of guidelines for advertising in the Westcreek Times, as well as required submission forms, are available on our website or at the VWOA office.


Quarter page ads (3.75" x 4.5") are \$200 per issue; eighth page ads (3.75" x 2.25") are \$100 per issue. Classified advertisements are \$10 for three lines of text (55 characters per line); additional lines are \$2 each. No discounts are given for classified ads.

Ads should be emailed in high resolution color format to

[vwoaacm@sbcglobal.net](mailto:vwoaacm@sbcglobal.net); payment and forms should be dropped off at the VWOA office or mailed to Villages of Westcreek Advertising, 12395 Military Drive West, San Antonio, TX 78253. The deadline for submission is the 10th day of the month prior to publication. All ads are subject to editing or rejection, and VWOA is not responsible for errors in original copy. For our errors, VWOA liability is limited to running one corrected ad. Neither VWOA nor its Board of Directors endorses any product or service advertised by this publication. Ads will be accepted on a first-come, space available basis. Therefore, all ads shall be submitted and paid for at the time or put on a waiting list if need be (classified ads excluded).

# VWOA Events Calendar

## July 2010

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
				1 9am Coached Lap Swim CC Pool  6-8:30pm Karate	2 9am Aqua Class CC Pool	3 9 am Flag Foot- ball & Basketball @ Park
4 Independence Day  	5 VWOA Office closed  No aqua class	6 9am Coached Lap Swim CC Pool  <b>Swim Lessons S3</b>	7 9am & 7pm Aqua CC Pool 6:30pm Cardio Kickboxing 7:30pm Zumba	8 9am Coached Lap Swim CC Pool  6-8:30pm Karate	9 9am Aqua CC Pool	10 9 am Flag Foot- ball & Basketball @ Park 9-12 Office Open for Assessments 1-8pm Hot Sum- mer Nights Bazaar VWOA Approved Yard Sales
11	12 9am Aqua CC Pool & 7pm Park Pool 6:30pm Cardio Kickboxing 7:30pm SMASH Dance	13 9am Coached Lap Swim CC Pool 9am-12pm Scrap- booking CC 6-8:30pm Karate	14 9am & 7pm Aqua CC Pool  6:30pm Cardio Kickboxing 7:30pm Zumba	15 9am Coached Lap Swim CC Pool 6-8:30pm Karate	16 9am Aqua CC Pool Midnight Aqua Class CC Pool	17 9 am Flag Foot- ball & Basketball @ Park
18	19 9am Aqua CC Pool & 7pm Park Pool 6:30pm Cardio Kickboxing  SMASH Dance 7:30	20 9am Coached Lap Swim CC Pool Karate 6-8:30 pm <b>Swim Lessons S4</b>	21 9am Aqua & 7pm CC Pool 6:30pm Cardio Kickboxing 7:30pm Zumba <b>Tennis Registration</b>	22 9am Coached Lap Swim CC Pool 6-8:30pm Karate	23 9am Aqua CC Pool 5-9pm Scrapbook- ing  Bike Ride 6:00 pm @ CC Parking Lot	24 9 am Flag Foot- ball & Basketball @ Park
25	26 9am Aqua CC Pool & 7pm Park Pool 6:30pm Cardio Kickboxing 7:30pm SMASH <b><u>Pick up Reserved Mission Tickets</u></b>	27 9am Coached Lap Swim CC Pool 6-8:30pm Karate	28 9am Aqua & 7pm CC Pool 6:30pm Cardio Kickboxing 7:30pm VWOA Talent Show	29 9am Coached Lap Swim CC Pool 6-8:30pm Karate	30 9am Aqua CC Pool	31 9 am Flag Foot- ball & Basketball @ Park

There are a lot of activities going on. Get involved!



# VWOA Events Calendar

## Aug 2010

<i>Sunday</i>	<i>Monday</i>	<i>Tuesday</i>	<i>Wednesday</i>	<i>Thursday</i>	<i>Friday</i>	<i>Saturday</i>
1	2 9am Aqua CC Pool & 7pm Park Pool 6:30pm Cardio Kickboxing 7:30pm SMASH Dance	3 9am Coached Lap Swim CC Pool 6-8:30pm Karate  Swim Lessons S5	4 9am Aqua & 7pm CC Pool 6:30pm Cardio Kickboxing 7:30pm Zumba Tennis Registration Closed	5 9am Coached Lap Swim CC Pool 6-8:30pm Karate	6 9am Aqua CC Pool	7 Missions Baseball Tickets @ \$6.50 5:00 pm Flag Football Banquet @ Pavilion
8	9 9am Aqua CC Pool & 7pm Park Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	10 Coached Lap Swim 9:00 am CC Pool  Scrapbooking 9 – 12 CC Karate 6 – 8:30 pm	11 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 Zumba 7:30	12 Coached Lap Swim 9:00 am CC Pool  Karate 6 – 8:30 pm	13 Aqua 9:00 am CC Pool	14 VWOA Tri-Athlon 7:30 am CC  VWOA Approved Yard Sales
15	16 Aqua 9:00 am CC Pool & 7:00 Park Pool Cardio Kickboxing 6:30 SMASH Dance 7:30	17 Coached Lap Swim 9:00 am CC Pool  Karate 6 – 8:30 pm  Swim Lessons S6	18 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 Zumba 7:30	19 Coached Lap Swim 9:00 am CC Pool  Karate 6 – 8:30 pm	20 Aqua 9:00 am CC Pool Midnight Aqua Class @ CC Pool 3pm Smash Showcase	21 Soccer Begins 9:00 am @ Park
22 Sports Park Pool Closed for the Season. Community Center Pool Open Week-ends only	23 Aqua 9:00 am CC Pool & 7:00 Park Pool  School Begins Cardio Kickboxing	24 Coached Lap Swim 9:00 am CC Pool  Karate 5-7:30 pm	25 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 Zumba 7:30	26 Coached Lap Swim 9:00 am CC Pool  Karate 5 – 7:30 pm	27 Aqua 9:00 am CC Pool Scrapbooking 5–9 pm  Bike Ride 6:00 pm	28 Soccer 9:00 am @ Park
29	30 Aqua 9:00 am CC Pool & 7:00 pm Park Pool  Cardio Kickboxing 6:30	31 Coached Lap Swim 9:00 am CC Pool  Karate 5 – 7:30 pm				

**Don't forget to check our website  
[www.VillagesOfWestcreek.com](http://www.VillagesOfWestcreek.com) for the  
 updated calendar of events!**

# VWOA Events Calendar

## Sep 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	2 Karate 5 – 7:30 pm SMASH Dance 7:30	3 Aqua 9:00 am CC Pool	4 9:00 am Soccer @ Park
5	6 <b>Labor Day</b> <b>VWOA Office</b> <b>Closed</b>	7 Karate 5 – 7:30 pm	8 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	9 Karate 5 – 7:30 pm SMASH Dance 7:30	10 Aqua 9:00 am CC Pool	11 9:00 am Soccer @ Park  <b>10am-3pm Safety</b> <b>Day Health Fair</b>  VWOA Approved Yard Sales
12	13 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	14 Scrapbooking 9am – 12pm  Karate 5 – 7:30 pm	15 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	16 Karate 5 – 7:30 pm SMASH Dance 7:30	17 Aqua 9:00 am CC Pool	18 9:00 am Soccer @ Park
19	20 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	21 Karate 5 – 7:30 pm	22 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance 7:30	23 Karate 5 – 7:30 pm SMASH Dance 7:30	24 Aqua 9:00 am CC Pool  Scrapbooking 5 – 9:00 pm	25 9:00 am Soccer @ Park
26 Community Cen- ter Pool Closes for the Season after today.	27 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance	28 Karate 5 – 7:30 pm	29 Aqua 9:00 am & 7:00 pm CC Pool  Cardio Kickboxing 6:30 SMASH Dance	30 Karate 5 – 7:30 pm SMASH Dance 7:30		

back to school



# Board Of Directors Meeting Minutes

**February 2009**

## Attendees

Board Members – Rick Severs, presiding; Liliane Castillo, Danita Anderson-Richards, Cornel Hoskins absent excused, Kevin Drummonds absent excused.

Staff – Elizabeth Jensen, CM; Oswald Willis, ACM; Kenneth Lemanski, Superintendent of Standards; DeAdra Harston, Superintendent of Parks and Recreation; Freddie Gavia Superintendent of Maintenance.

Mr. Severs called the meeting to order at 6:00 p.m.

## Board's Discussion:

The Regular Meeting minutes for January 21, 2010 were read and **approved 3/0.**

Residents: Cher Squillante, Bill Fenstermacher, Julio Aguilera, John Steele, Cyndi Lemanski, Cheryl Drupiewski, Sam Tomlinson

Residents'/Guests' Forum: Questions on the Nominating Committee; how are written proxy votes handled? Where does it state that a Board member can cast a vote for a homeowner? Another homeowner asked what does it mean being a member in good standing? Another homeowner stated he was experiencing a personal situation with his neighbor and is concerned with security and was surprised the way the meeting went, it sounded like a political meeting between Democrats and Republicans instead of just speaking about bettering the Community. Another homeowner spoke on delinquent assessments that homeowners owe, possibly wiping out the lower balances and focus on the larger balances. Possibly creating a secure website where homeowners can go on line and see their outstanding balances. Another homeowner voiced his concern with the homeowner that was experiencing issues with his neighbor and if there is something the Board can do about his situation. He also asked if the Board could wave delinquent assessments of \$10.00 or less or notify homeowners they have a small outstanding balance. Another homeowner recommended if the office could put a notice in with the proxy notifying the homeowner to check with the office to see if they are in good standings. Another homeowner spoke in regards to her daughter's property; she claimed her daughter only paid \$65.50 every quarter all last year which would make her delinquent and not a member in good standing and if the CM could check on this.

Board Response to Forum: Mr. Severs responded Cornel Hoskins is the Chair of the Nominating Committee and Elaine Maurer and Michelle Zissimos were appointed at

the last meeting to serve on the committee. Proxies are placed in a locked box and opened 7 days prior to the election to verify that homeowners are in good standing. The Community Manager and anyone she designates will have access to the box to check the assessments. The request if a homeowner can be present when the proxy box is open to check assessments? Mr. Severs explained that has never been done in the past. Also he explained it is delineated on the proxy that the Secretary may cast a vote for a homeowner if the homeowner does not specify a candidate.

Mr. Severs explained it states in the By Laws Article V section 5.02 explains membership, member in good standing. Mr. Severs explained that the Board is unaware of the situation regarding the homeowner that was experiencing a personal situation with his neighbor. Mr. Severs stated the Board responds to situation if they are aware of it. Mr. Severs asked the Mrs. Jensen to check on homeowners account. Mr. Severs said the Board will format an AR to form the Advisory Committee.

## Community Reports

Recreation Department: Mrs. Harston provided a written report, see attached, which she reviewed with the Board. She explained the Born to Run event has been re-scheduled for May. Explained we are a class C pool so there are no water temperature requirements. Pool Openings recommended May 15<sup>th</sup> for the next 3 weekends and opening June 16<sup>th</sup>. Aqua Aerobics will be start May 10<sup>th</sup>. Mr. Severs asked for the number of participants in each event that is being offered. Mrs. Harston expounded on the different events and participants.

VWOA ARC/Standards: Mr. Lemanski, Superintendent of Standards, provided a written report, see attached, which included graphs on property improvements and follow-up inspections. Mr. Severs asked if crime stats were being placed on the website. Mr. Lemanski said he had been forwarding statics to Oswald who in turn forwards to the webmaster. He updated the Board on the road repairs on Point Bell; the asphalt had been laid as well as Point Cannon. Mr. Lemanski passed out a copy of draft of new Standards, and spoke briefly on some of the changes made. Mr. Severs asked the Board to review these Standards and give their input to the Arc by next Board meeting.

Maintenance Department: Mr. Gavia, Superintendent of Maintenance provided a written report, see attached. He briefed the Board on applying the second coat of stain for the fence project. Olympia gives an 8 year warranty on the product with two coats; second coat is required to be applied with a brush. The Board discussed the possibility of using committees or community service to help in this (Cont'd on page 12)



## *BOD Minutes Feb 2010* *(Continued from page 11)*

second application of stain.

Treasurers and Finance Committee's Report: Mr. Sam Tomlinson briefed the Board on the Treasurer Report and financials as submitted by Mr. Kevin Drummonds (Treasurer) and the Finance Committee see attached. He discussed the meeting that was held between Kevin Drummonds (Treasurer), Elizabeth Jensen (CM), Oswald Willis (ACM) and Belinda Casanova (Bookkeeper). He also explained the reasons adjustments were made on the budget. The Board unanimously **accepted 3/0** the report for filing and audit.

Management Report: Mrs. Jensen provided a written report; see attached; which she reviewed with the board, she informed the Board that all invoices and financials were taken to Armstrong & Vaughn, Ms. Roach (the auditor) said a draft should be ready the first week of April. Commercial Insurance policy is coming up for renewal February 24<sup>th</sup> which has already been submitted. Met with David Villa and Robert Delaney from Bexar County Public Works on the new sidewalks, new sidewalks will require handicap ramps which take pavers which are not in Bexar County's budget. VWOA would need to fund the pavers for handicap ramps if ramps are requested. Mr. Lemanski will get some costs estimates on the pavers. A motion was made to accept the CM report, **accepted 3/0**.

### Unfinished Business

Advisory Committee: Cyndi Lemanski presented her recommendations on the process and responsibilities of this committee. Mr. Severs said the Board would format an AR forming the Advisory Committee. Open

Streets in the Gardens, Mr. Newton has received files from previous VWOA attorney Mr. Weber; he will be reviewing and notify us when complete. Open

Community Pool Deck Repair: Quotes on repair will be reviewed in the Executive Session.

Blockage of Sports Park Easement: Mr. Lemanski is still waiting on San Antonio River Authority to get back with him. SAWS will start construction in 2012 on the water line along the drain north of the bridge. Mr. Lemanski also spoke with Sowell on this issue. Open

Swimming Pool Hours, Dates/Temperature: Mrs. Harston listed her pool recommendations on opening the pools, the third weekend in May. Mr. Severs suggested opening the pool from 4:00 – 8:00 p.m. after school is out. Mrs. Harston re-

plied it would impact her budget due to the life-guard payroll, possibly opening one pool twice a week. The Board agreed with Mrs. Harston's initial request on pool openings. Closed

Fence Warranty/estimates on completion/cost estimates on second coat of stain: Mr. Severs requested estimate on cost of stain to brush it on and the cost of labor. Possibly request homeowners to come out and stain the fences on a Saturday to reduce the cost. Open

Reviewing/AR: Mr. Severs asked if the Board members had an opportunity to review the AR's. He asked the Board to review AR's and sent their suggestions to him and he will consolidate them and the staff can review these AR's as well. Open

### New Business

Exterior Fire Sprinkler System (Insulate), Knox Box for Fire Department: Maintenance Department can install the insulation but they need a ladder to extend that high. Freddie to look into cost of renting a ladder or cherry picker. Mr. Lemanski explained the purpose of the Knox Box to the Board, Mr. Severs requested, to obtain pricing on Knox Box. Open

Agenda for Annual Meeting: Mr. Severs asked the Board if they had any ideas whom to invite to speak of the Annual Meeting, suggestions made were Mr. Rhode, Mr. Shoue from Bexar County Public Works, Mr. Cortez the new builder that brought out Greenboro Homes, Sheriff Ortiz. Open

Place for Annual Meeting: Mr. Severs suggested asking Ott elementary or Luna middle school to use their cafeterias due to the occupancy. Open

Swim Team: Mr. Severs received an e-mail from Brenda Cornel that provided him with the following information: the money left over from last season is \$50.00, he read off the supplies that were purchased by the swim team. Mr. Severs asked Mrs. Harston what was her experience in Swim Team, he said Brenda Cornel and Sandy McManus cannot do the Swim Team any longer. Mrs. Harston informed the Board of her qualifications; she voiced her concerns on taking over the Swim Team this late in the season as well as it was not budgeted in this year's budget. A motion was made not to accept the Swim Team this year due to the budget. **Approved 3/0**. Mr. Severs will write an article to place on the

(Cont'd on page 13)

website explaining why the Board could not accept the Swim Team this year.

Easter Egg Hunt: Unbudgeted item due to lack of volunteers in previous years. Mrs. Harston stated last year Breakfast with the Easter Bunny lost money, so she has did away with that event and will use that money to offer the Easter Egg Hunt along with games in the park and pot luck. Closed

Modified Budget: Mr. Severs asked the Board if they had any questions on the modified budget, a motion was made to accept the modified budget, **Approved 3/0.**

Appointment of Finance Committee: Mr. Severs appointed Sam Tomlinson and Karl Neumann to the Finance Committee; he asked if they would review AR 6, there needs to be more volunteers for on this committee. He suggested to Mr. Tomlinson to submit the names of additional volunteers for this Committee and he would make the appointments. Open

**The Next Meeting:** The next Regular meeting will be held on Thursday, March 18, 2009 at 6:00 p.m. in the Community Center Activity Room.

**ACTION Items – Communication Items for Newsletter/ WC Alert:** The deadline for articles for the July/August/ September newsletter will be June 10, 2010.

**Adjournment:** There being no further business before the Board, a motion for **adjournment** was made; all approved **3/0**, the meeting adjourned at 8:45 pm.



## **March, 2010**

### **Attendees**

**Board Members** – Rick Severs, presiding; Cornel Hoskins, Kevin Drummonds, Danita Anderson-Richards arrived late, meeting in progress; Liliane Castillo absent-excused.

**Staff** – Elizabeth Jensen, CM; Oswald Willis, ACM; DeAdra Harston, Superintendent of Parks and Recreation; and Freddie Gavia Superintendent of Maintenance.

Mr. Severs called the meeting to order at 6:04 p.m.

The Regular Meeting minutes for February 18, 2010 were read and **approved 3/0.**

**Residents:** Cher Squillante, Bill Fenstermacher, Scott Sherrill, John Steele, Guy Oliver, Cheryl Drupiewski.

**Residents'/Guests' Forum:** Questions on the Nominating Committee and proxy procedures; posting the candidates running for the Board of Directors on the website. A request the treasurer review last months Treasurer's report again. A request for copies of Certificate of Liability Insurance for all Contractors be provided to homeowner to check validity. Another homeowner voiced his concern on the Nominating Committee process. Another homeowner requested the fence be repaired on a house that backs up to Military Drive, also voiced his concern on monitors not being consistent. Another homeowner asked about process of abandoned homes - is there a process reporting these homes in place? Homeowner requested if homeowners come up with a process of reporting abandoned homes and break-ins, tracking crime stats. Mr. Severs explained Mr. Lemanski tracks all incidents that are reported to the Association and places the crime stats on the website. Homeowner volunteered her services to assist on this issue. Another homeowner requested a Meet the Candidates Night where homeowners can ask the candidates running for the Board of Directors questions. Another homeowner voiced his annoyance regarding the fence on Military Drive. Mr. Severs explained this property is going through the process and has been turned over to the attorney's office. Mr. Hoskins explained Texas Property Code 207 and Texas Code states you cannot trespass on someone's property. Another homeowner stated that her husband will buy the boards and will fix the fence this weekend. The Board made it known they do not approve this action and will not be responsible.

**(Cont'd on page 14)**

## *BOD Minutes Mar 2010*

### *(Continued from page 13)*

Mr. Drummonds stated that the Board has the authority to waive the 7 day period in regards in accepting assessments prior to voting. He requested that the Board wave the 7 day period of paying assessments prior to voting. Mr. Severs responded that he is in favor of keeping the 7 day period that are stipulated in the By Laws. Cornel Hoskins made a motion to accept assessments payments up until one day before the Annual Meeting as long as the homeowner is not at the attorney's office. **Approved 3/0, Opposed – 1- Kevin Drummonds.**

#### **Community Reports**

**Recreation Department:** Mrs. Harston provided a written report, see attached, which she reviewed with the Board. She explained the labor cost to open the Pool for three days a week, for 2 ½ weeks in May. Labor cost would be approximately \$1,478 additional dollars not budgeted. Board will discuss in the executive sessions.

**VWOA ARC/Standards:** Mr. Oswald Willis, Assistant Community Manager presented the ARC/Standards report in Mr. Lemanski's absence. He provided a written report, see attached, which included graphs on property improvements and follow- up inspections. Mr. Severs asked about the tree application and recommended Liliane Castillo oversee this project (number, location and type of trees) the Association can request. Liliane Castillo has resigned from the Landscaping Committee; volunteers are still needed for this committee.

**Maintenance Department:** Mr. Gavia, Superintendent of Maintenance provided a written report, see attached. Mr. Severs questioned the one additional employee needed for the application of the second coat of stain on the fences. To be discussed in the Executive Session.

**Treasurers and Finance Committee's Report:** Mr. Kevin Drummonds (Treasurer) and the Finance Committee provided a written report, see attached. He reviewed and explained last months February's Finance Report. Mr. Drummonds reviewed March's Finance Report and Modified Budget. The Board unanimously **Accepted 3/0** the report for filing and audit. He explained the bookkeeper took the budget and divided by 12 which is not going to portray a true picture on a monthly and quarterly reports when reporting variances, it will show a higher percentage in certain line items like (swimming pool, maintenance, insurance policies, etc.) in our Reservation Funds, Mr. Drummonds, Mrs. Jensen and Mr. Willis met

and agreed on the Capital Replacement Fund Contributions, CM agreed with the Replacement Fund Contribution amounts Mr. Drummonds stated only certain reports be provided by the Belinda the bookkeeper on a monthly basis. Mr. Drummonds furnished a copy of the Treasurer's report and Contributions schedule to Mrs. Jensen to file in the Book of Minutes. A motion was made to accept Treasurer Report. **Approved 3/0**

**Management Report:** Mrs. Jensen provided a written report; see attached; which she reviewed with the board, Mr. Severs asked if John Cortez the new owner of Greenboro Homes had met with the ARC Committee to go over building plans. Mrs. Jensen explained herself, Mr. Willis and Mr. Lemanski had met with Mr. Cortez and he mentioned he was going to use the same plans Greenboro Homes did. The Board requested that Mr. Cortez submit all his plans to the ARC Committee due to Mr. Cortez is building under a new name and must be placed under his name. Mr. Severs voiced his concern on who is going to maintain the area behind the fence line that runs into the ditch behind the Greenboro Homes. Mr. Cortez mentioned he was aware of the agreement made between Mr. Leonard from Greenboro Homes and the Board of Directors in regards to the maintenance of the draw area behind the fence line. Mr. Severs asked what the cost of the ARMARK buy was out. Mrs. Jensen stated \$669.00. A motion was made to accept the CM report, **Accepted 4/0.**

#### **Unfinished Business**

**Advisory Committee:** Mr. Severs asked the Board if they wanted an Advisory Committee, if not we need to close this issue, Mr. Drummonds recommended putting the proposal in the form of an AR, Mr. Drummonds volunteered to draft this AR. Ms. Anderson-Richards disagreed with the comment regarding family members cannot participate on this committee if they are related to a staff member of Board member. **Open**

**Streets in the Gardens,** Mr. Newton has received files from previous VWOA attorney Mr. Weber; he will be reviewing and notify us when complete. **Open**

**Blockage of Sports Park Easement:** Mr. Willis gave the report for Mr. Lemanski has still not spoken with anyone from San Antonio River Authority. **Open**

**Fence Warranty/estimates on completion/cost estimates on second coat of stain:** Mr. Drummonds made a motion not to proceed with applying the second coat of stain on the fences, discussion ensued; Mr. Drummonds stated it is not in the Association best interest to re-stain the (Cont'd on page 15)



## *BOD Minutes Mar 2010*

### *(Continued from page 13)*

the fences with a second coat if both sides of the fence are not stained and the boards were not all replaced with new ones. Mr. Severs asked who is in favor of this motion, **Approved 4/0**

Reviewing/AR's: Board reviewed AR's and made the following amendments: AR 3 - motion was made to amend AR 3 to reflect new address and the type O. Approved 4/0, AR 5 - motion was made to rescind, there is no longer a covenants committee Approved 4/0, AR 6 - proposed to replace the Membership paragraph with: The Finance and Reserve Study Committee shall consist of a Chair and any other member of the Association in good standing and wishing to serve. Input shall be obtained from all Committees, Department Superintendents and Association Management when potential changes to the budget will pertain to their area of responsibility. Any member may join the Committee by attending two out of three successive Committee meetings and maintaining regular attendance thereafter. Motion was made to amend this paragraph. Approved 4/0. AR 7 - motion made to rescind, Approved 4/0. AR 8 - motion made to rescind, Approved 4/0. AR 9 - has already been rescinded. AR 11- amend to reflect \$250,000 in place of \$100,000 and list the Reserve Fund account names, motion made and approved 4/0. AR 12 - motion made to amend, to reflect our current standards and Texas Property Code 209 process and bring back to the Board. AR 22 - motion made to amend include the staff will notify the member by letter or written format. Approved 4/0. AR 25 - discussion on Exception I.D.s, recommended no changes the board agreed it was an office policy.

Annual Meeting Agenda: Ms. Jensen advised the board that an invitation to speak at the Annual Meeting was mailed to Sheriff Ortiz and to Tom Rhode. No response as of yet from Sheriff Ortiz's office, Tom Rhode has confirmed that he will be present. If no response from Sheriff Ortiz's office is received by next week an invitation will be extended to Ronnie Shoue from Bexar County Public Works. A time limit was discussed and agreed upon to ten to fifteen minutes. Place of Annual Meeting will be at the VWOA Community Center, Luna Middle School has an event already scheduled for that date and Ott Elementary holds only 250. The Community Center will hold 295 with chairs only. Additional chairs will be borrowed from Geronimo Fire Department. Mr. Drummonds volunteered to give the PowerPoint presentation at the Annual Meeting.

Nominating Committee: Mr. Hoskins advised the Board Ms. Zissimos resigned due to personal obligations and Ms. Woodward volunteered for the committee. Mr. Hoskins explained the accountability procedures for the proxy box and nomination process, two padlocks and a

medical lock will be placed the proxy box. Elaine Mauer, a member of the Nominating Committee will hold the key to one lock and Elizabeth Jensen, Community Manager will hold the key to the other lock. The proxy box will be in view of the camera at all times. Members in good standing will only reflect on assessments only. Mr. Hoskins explained term limits, due to consensus of the community they decided not to list the term limits, the organization meeting will determine the positions. There will be two different raffle ticket drawings, where two homeowners will be chosen to be present during the counting of the proxies and two for the counting of the ballots. Members are welcome to register for a raffle ticket the week before the counting of the proxies, which will be April 15<sup>th</sup>, the same process will be done at the Annual Meeting, also for gifts.



## *Board Of Directors Meeting Minutes*

**I. OPEN MEETING:** The special meeting of the Board of Directors was called to order by the President at 6:04 p.m., Thursday, April 15, 2010. The purpose of this meeting was to conduct business for the month since no opportunity would be available to do so at the annual meeting scheduled for the next week. An agenda was presented to each member at the start of the meeting. The March meeting minutes were not reviewed at this meeting.

Board Members Present: Rick Severs, President; Danita Anderson-Richards, Vice President; Liliane Castillo, Secretary; Kevin Drummonds, Treasurer; Cornel Hoskins, Asst. Secretary

Board Members Absent: None

Staff Present: Elizabeth Jensen, Community Manager; Oswald Willis, Asst. Community Manager.

Members/Visitors Present: David Kanter, VWOA IT Contractor; Bill Fenstermacher, VWOA Member

### **OPEN FORUM:**

Mr. Kanter presented the Board with cost quotes for several of Panda's desktop and server anti-malware (virus/spyware), specifically, Panda Security for Business and Panda Cloud Protection (Cloud Office Protection, Cloud Internet Protection). The Association is currently using Panda Security for Business; however, the licenses are up for renewal. He recommended Panda's solution (Panda Security for Business). The solution will cost \$495 for a

(Cont'd on page 16)

one-year license. The cost for implementation would be three hours of labor. Mr. Drummonds obtained a quote from Symantec for its Protection Suite product, which costs \$535 for three years. The implementation costs would be the same for either product. The Symantec solution was selected by the Board by a vote of 5/0. **CLOSED.**

Mr. Fenstermacher proposed that a video be provided for the members at the Annual Meeting on the 22<sup>nd</sup>. The Board was given a choice of four videos on leadership and motivational issues. He proposed that one be offered at some time during the meeting and a discussion ensued. It was decided that the video on change be presented at the end of the meeting for those who wish to stay and see it. Mr. Fenstermacher and Mr. Willis will meet on Thursday at noon to work-out the logistics. **CLOSED.**

### **III. SPECIAL MEETING BUSINESS:**

Annual Meeting Presentation. Mr. Drummonds presented the slide presentation to the Board Members in order to ensure accuracy and completeness. Comments/changes were made as necessary. **CLOSED.**

Issues/suggestions resulting from the presentation discussion: Update mission statements for each department. **OPEN.**

Update oath. A recommendation was provided to the Board. **OPEN.**

Investigate options for paying assessments on-line. **OPEN.**

Post the Administrative Resolutions on the website with the CC&Rs/By-Laws. **OPEN.**

Investigate options for establishing a secure website for the Community. **OPEN.**

Update the constant contact – emergency notice email list. **OPEN.**

Research options and costs for moving from life guards to no life guards, considering insurance costs and liability. **OPEN.**

Research methods for conducting regular Community Trash Day. The cost for two large dumpsters was \$1500-\$1700. **OPEN.**

**Adjournment:** There being no further business before the Board, a motion for adjournment was made; all approved 5/0, the meeting adjourned at 8:06 p.m.



April 2010, Organizational Meeting

**I. OPEN MEETING:** The special (organizational) meeting of the Board of Directors was called to order by the President at 7:10 p.m. The purpose of this meeting was to elect Officers for the Association and to determine the one-year term for one of the new Board Members. An agenda was provided and agreed upon by the Members prior to the meeting.

Board Members Present: Judi Cannon, Rick Severs, Kevin Drummonds, John Steele, Alan Foss

Board Members Absent: None

Staff Present: Elizabeth Jensen, Community Manager

Members/Visitors Present: NA

### **II. DISCUSSION:**

Mr. Drummonds presented the Board Members with a proposal that the one-year term be decided by the individual with the fewest votes of the four elected Members. The Nominating Committee chair had the election results and would be providing the information upon arrival.

Mr. Steele proposed that whoever is elected as President be given the one-year term. It was noted that this precluded Mr. Severs from being elected President and therefore it was rejected as an option.

Per agreement from all Members present, the Board Member filling the one-year term from those newly elected is Mr. Alan Foss.

Rules of Engagement. Each Board Member was given an opportunity to discuss their ideas on how the Board Members would conduct business going forward.

Elections.

The President (Mr. Severs) opened the floor for nominations. Mr. Severs, Mr. Foss and Mr. Drummonds self-nominated for the position of President. The vote was called with two votes for Mr. Foss, two votes for Mr. Drummonds, and one vote for Mr. Severs. A second vote was taken and Mr. Foss received two votes and Mr. Drummonds received three votes.

Mr. Drummonds assumed the role of President and opened the floor for nominations for Treasurer. Mrs. Cannon was nominated and no other nominations were offered.

The President opened the floor for nominations for Vice President. Mr. Foss and Mr. Steele were nominated for this position with no further nominations received. The vote was 4-1 for Mr. Steele.

The President opened the floor for nominations for Secretary. Mr. Severs stated that he would not be able to serve as (Cont'd on page 17)

## *BOD Minutes Apr 2010* *(Continued from page 15)*

Secretary due to his disabilities; however he would serve as Assistant Secretary. Mr. Foss refused the nomination. The CC&Rs and By-laws were consulted as to whether the Treasurer could serve as Secretary/Treasurer. This resulted in the following discussion:

Mr. Drummonds suggested that he would step-down as President if John Steele (as the Vice President) would agree to be the President. After discussion, it was decided that Mr. Steele would be the President, Mr. Foss would be the Vice President, and Mr. Drummonds would be the Secretary. The President (Mr. Drummonds) asked if there were any objections. Given no objections, the Officer's are:

John Steele – President.

Alan Foss – Vice President

Judi Cannon – Treasurer

Kevin Drummonds – Secretary

Rick Severs – Asst. Secretary

A brief discussion was held on regular monthly meeting times and dates. It was decided that the next regular meeting would be held on Saturday next month, pending further discussion.

**III. Adjournment:** A motion for adjournment was made and approved 5/0 at 7:35 p.m., to be followed by a special Board meeting with VWOA Members invited.



April 29, 2010

**I. OPEN MEETING:** The special meeting of the Board of Directors was called to order by the President at 7:39 p.m., Thursday, April 29, 2010. This meeting followed immediately after the organizational meeting and was the first meeting of the newly elected Board Members. The purpose of the meeting was to conduct pressing business. A notice of meeting was presented to each Board Member at least five days in advance of the meeting. No prior meeting minutes were reviewed at this meeting.

Mr. Steele introduced the new VWOA Officers to all present.

Board Members Present: John Steele, President; Alan Foss, Vice President; Kevin Drummonds, Secretary Judi Cannon, Treasurer; Rick Severs, Asst. Secretary

Board Members Absent: None

Staff Present: Elizabeth Jensen, Community Manager

Members/Visitors Present: Cher Squillante, VWOA Member; Jo Fenstermacher, VWOA Member; Bill Fenstermacher, VWOA Member; Carl Anderson, VWOA Member; Cheryl Drupiewski, VWOA Member Sandy McManus, VWOA Member; Guy Oliver, VWOA Member; Deputy Richard V. Munoz, Sr., VWOA Member; Joyce Oliver, VWOA Member; Jean Woodward, VWOA Member

### **II. OPEN FORUM:**

Mr. Oliver thanked the Board for allowing the Seniors Group to use the Community Center as a meeting place. However, he raised concern that the Group could not advertise in the newsletter as it the Group was not considered an official organization within the VWOA. Mr. Steele stated that the Board would check with the Staff and get an answer on this issue by the next Board Meeting. **OPEN.**

Mr. Oliver offered to assist and to approach the Seniors Group to get volunteers to assist the Board in its initiatives. Mr. Steele stated that the Board is committed to improving communications between the Staff, Board and VWOA Members. All our options must be weighed and examined, not the least of which is cost. The Board's email ([board@villagesofwestcreek.com](mailto:board@villagesofwestcreek.com)) and other communications media will be updated as soon as possible to give everyone the opportunity to volunteer. A renewed emphasis will be placed on attracting even more volunteers.

### **III. COMMITTEE/DEPARTMENT REPORTS:**

Recreation Department: NA

Architectural Review Committee: NA

Standards Department: NA

Maintenance Department: NA

Finance Committee: NA

Community Management Department: NA

### **IV. UNFINISHED BUSINESS:**

Advisory Committee. Mr. Drummonds provided a draft Administrative Resolution on this subject to each of the Board Members. The AR included the proposal made to the Board by Mrs. Lemanski and those comments from the March Board meeting. The Board agreed to review the document and be ready to discuss at the next Board meeting. **OPEN.**

Swim Team: Mrs. Cannon brought up the issue of having a swim club as it was considered too late to have a swim team this year. There would be no meets this year, but the members could keep practicing with the swim team coach at the VWOA Pool. Mrs. Cannon asked if the Board could investigate the possibility of letting them do this until they can reorganize the team next year. Mr. Severs stated that Mr. Drew

(cont'd on page 18)



## *BOD Minutes Apr 2010* *(Continued from page 17)*

Rodriguez (swim coach) requested a meeting to sign a contract to accomplish this task. Mr. Rodriguez met with Elizabeth on the 26<sup>th</sup> at 10:00 a.m. and would be getting back with the Staff to work out the logistics. **OPEN.**

### **V. NEW BUSINESS:**

**2011 Annual Meeting.** A suitable time for the next annual meeting was discussed. The Board was reminded that the two factors to consider are the audit availability and the 120-day requirement from the beginning of the fiscal year. The Board agreed to look at the third week of April and have a firm date at the next monthly meeting. **OPEN.**

**Strategic Planning.** Mr. Severs stated that the strategic planning meetings are held by the Board members only, quarterly, and from 10:00 a.m. to 2:00 p.m., on a Saturday. Mr. Severs also stated the intent of the meeting was to discuss new improvements, contracting decisions and contractors. Mr. Drummonds asked where this direction could be found in the CC&Rs, By-Laws or Administrative Resolution. Currently, the only reference was in AR-6, as part of the Finance Committee. Mr. Severs stated that a previous Board decided to make it a Board only function and since it was not a Committee, it was covered in the minutes. After discussion, it was agreed that an Administrative Resolution should be developed to return this responsibility to a Committee, which should include Homeowners in the process. It was identified that a strategic plan exists currently and the Board would be given a copy by the Community Manager prior to the next Board meeting. **OPEN.**

**Town Hall meetings.** A proposal was made to hold Town Hall meetings quarterly going forward. The motion was seconded and approved by a vote of 5-0. No logistics were discussed. **OPEN.**

**National Night Out.** Mrs. Cannon brought up the issue of having the VWOA promote the National Night-Out. It was decided that the project be submitted to the Recreation Director and that a plan be put together for the Board. **OPEN.**

**Meet-the-Candidates event.** Mr. Drummonds suggested the Board make the Meet-the-Candidates event an annual event. The event would be organized, set-up and worked by the Candidates with the Association only providing the facility and advertisement in the newsletter/website. Mrs. Cannon so moved and the motion was seconded. The motion was approved by a vote of 5-0. Mr. Severs suggested that the Saturday in April, preceding the vote in which the office is open, be selected as it worked well this year. It was agreed by all Members present. **CLOSED.**

**Financial Management.** Mrs. Cannon stated that a Finance Committee exists, albeit small. They would begin updating the property records as well as standardizing monthly reports. Mr. Drummonds will meet with Mrs. Cannon and turn over

all financial documents and assist in any way possible to shorten the process. It was also noted that the Reserve Fund is currently not being managed in accordance with the Administrative Resolutions, specifically: how the expenditures are being accomplished. Mrs. Cannon will also look into this and provide a recommendation to the Board. **OPEN.**

**Reserve Fund Management / Reserve Study.** Mrs. Cannon discussed the need to do another Reserve Study. It was noted that these are normally done every 3-5 years. Our last one was conducted in 2008. Mr. Steele asked that the Committee look at the current reserve study and make a recommendation to the Board as to whether it can be updated in-house or requires an independent contractor perform the task. **OPEN.**

**Signature Cards.** Mr. Steele requested that the Community Manager change the signature cards as soon as possible to include all the Board Members. **OPEN.**

**Committees.** A call for volunteers would go out via the website and to the constant contact email list. Members simply need to send an email to the Board and the designated representative will contact the volunteers for their specific initiative.

*By-Law and Administrative Resolutions.* Mr. Drummonds volunteered to be the Board representative on this initiative. **OPEN.**

*Election Process.* Mrs. Cannon volunteered to be the Board representative. The Chairman of the Nominating Committee was not present to provide an after action report for this year's elections. It was recommended that the Nominating Committee volunteers be contacted to assist in this effort, given their experience this year. **OPEN.**

*Updating the Oath.* Mr. Severs was designated the Board representative. A proposed oath was provided. **OPEN.**

*Personnel / Staffing.* Mr. Steele volunteered to look at the job descriptions, policies, procedures and Homeowner/Member/Constituent service procedures. **OPEN.**

*Communications.* Mr. Steele volunteered to be the Board representative for this initiative. He will be looking for volunteers with expertise in Information Technology and other areas to improve communications. **OPEN.**

*Security.* Mr. Foss volunteered to be the Board representative for this initiative. Mr. Steele asked that Mr. Foss contact Mr. David Daniels, Mr. Scott Rosario, Mr. Ed Garcia, and Mr. Roberto Romero. Several ideas were discussed, including options for lights, notification of security alerts (i.e., break-ins, tagging). **OPEN.**

*Landscaping.* Mr. Severs stated there was a plan in the strategic plan for the front of the Community Center. The community islands/monuments were also brought up. Mrs. Cannon volunteered to serve as the Board representative. **OPEN.**

(Cont'd on page 19)

## *BOD Minutes Apr 2010 (Continued from page 18)*

*Letter to Sheriff.* Mr. Steele stated he would draft a letter to Sheriff Ortiz expressing our displeasure with his inability to make the annual meeting of the VWOA as he had agreed to do. **OPEN.**

**Staff Introductions/Facilities Review.** The Board discussed doing a walk-through of the facilities and meeting the staff. In addition, it was proposed that the staff provide the Board with a brief on the initiatives they are working on. A date and time for this initiative will be set up in the weeks to come. **OPEN.**

**McMillin Builder flag pole.** Mr. Steele stated he would contact McMillin to see if they would be willing to donate the flag pole to the Community. **OPEN.**

**Mrs. McManus** requested the Board re-open an investigation into an incident that occurred in December. She was asked to remain to discuss this issue when the Board goes into executive session. **OPEN.**

**VI. The Next Meeting:** The next regular meeting will be held on Saturday, May 22, 2010 at 1:00 p.m. in the Community Center Assembly Hall.

**VII. ACTION Items – Communication Items for Newsletter/WC Alert:** The deadline for articles for the July/August/September newsletter will be June 10, 2010.

**Adjournment:** There being no further business before the Board, the meeting was adjourned at 8:45 pm.



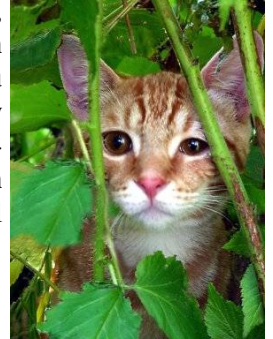
VWOA Community Center Pool

## *Feral Cats*

From the San Antonio Feral Cat Coalition

If you are feeding stray or feral cats, we can help! If you have compassion for abandoned cats, we can help you get them spayed/neutered so that they won't cause an overpopulation problem in your neighborhood. Through our trap-neuter-return program, feral cats are:

- spayed or neutered
- vaccinated for rabies
- ear-tipped (visual identifier of a sterilized feral cat)



Feral Cats are the offspring of abandoned domestic cats, who very quickly adapt to a life in the wild. Except in rare circumstances, they cannot be tamed to live indoors as pets. Abandonment of unaltered pets is a problem caused by humans, and should be solved by humans using a humane and effective methodology.

San Antonio Feral Cat Coalition exists to help feral cat colony caretakers spay, neuter, and vaccinate their feral cats. Managed, sterile colonies stop reproducing, helping to halt the explosive birth rate and the number of kittens born in the wild. Practiced in Europe for more than 30 years and in the U.S. for the past 17 years, Trap/Neuter/Return (TNR) has proven far more effective in controlling feral cat populations than trap and kill programs. Populations of feral cats have been reduced by as much as 50% in many regions of the U.S. that practice TNR.

Call us and we'll tell you more about the many benefits of TNR. We also have educational videos and literature to share with you.

**San Antonio Feral Cat Coalition**  
**PO Box 692308, San Antonio, TX 78269-2308**  
**(210) 877-9067**



# Classified Ads

## CHEWSA- (Christian Home Educators of West San Antonio)

Home school families in the Westcreek area. Email Janet at [wcreel@sbcglobal.net](mailto:wcreel@sbcglobal.net) for more information.

**Fitness Classes** Turbo Kick & PiYo, 8pm M-F, 1604/Potranco behind Jack In The Box. Home DVD workouts avail. (P90X, Insanity, Turbo Fire & more!) Paula Roberts [www.kickin2Bfit.com](http://www.kickin2Bfit.com) 254-7881

**Weight Watchers!** We need 20 willing volunteers to bring Weight Watchers to Westcreek! Please call Cheryl at 210-323-8922.

**Buying -Selling-Investing.** Call Norma Garcia 386-4802 Your Neighborhood Realtor. Westcreek Resident over 9 yrs. Keller Williams North West office located 2 minutes from Westcreek on 1604 & Potranco Inside Potranco Village Shopping Center

**SMASH Classes: Fairy Tales & Tutus—** Ages 3-5 7/16 & 8/20  
**Rock N Roll Kids Fitness & Recreation—** Ages 7-14 7/19 - 7/21  
**Hip Hop & Breakdance—** Ages 7-16 7/26-7/28 **iCarly Camp—** Ages 7-14 8/9-8/11 **Zumba Fitness for Adults—** Every Wed 7:30pm **Belly Dance Fitness—** Every Mon 7:30pm **Hott Ladies Fitness—** Thur 7:30pm **All in 1 Salsa/Cha-Cha/Merengue/Bachata—** 7/22 & 8/19 Sign up now at VWOA office. Discounts for early reg. Email [smashdancetx@yahoo.com](mailto:smashdancetx@yahoo.com) or call Ms. Lisa (702)756-8748. Thank you, Lisa Valdez & Roberto Romero SMASH Directors [www.smash-lv.net](http://www.smash-lv.net) (702)756-8748



The Villages of Westcreek  
12395 Military Drive West  
San Antonio, TX 78253

## Villages of Westcreek Owners Association Assessment Coupon—3rd Quarter 2010

# \$71.00 DUE 7/1/2010

Property Address:

Mail coupon with payment to:  
VWOA  
12395 Military Drive West  
San Antonio, TX 78253

**Needs:** responsible individual with flexible hours to watch 9 and 7 year old boys. Parent works shift work. 210-441-0352 / 210-878-5299

**House For Sale or Rent** 2334sqft All brick home in WC Forest, 3/2.5, Tile, Berber, Wood Floors. Well kept, nice yard, mature trees, on cul-de-sac. Avail. Aug. \$1250/mo Rent. Sale \$ Neg. 210-679-9575

