

Villages of Westcreek Owners Association Inc.
A Texas Non-Profit Corporation

July 31, 2020

Dear Homeowner:

As required by the governing documents of the Villages of Westcreek Owners Association Inc. a meeting of the membership will be held on September 10, 2020 at 7:00pm via Zoom.

The meeting will be held for the following purposes:

1. To elect three (3) new Board Member.
2. To transact any other properly presented business.

Please find the following enclosed:

1. An Agenda for the Annual Meeting.

If you are unable to attend the meeting, please complete a proxy/absentee ballot form and return it to VWOA office following the instructions on it. The deadline to return the absentee ballot is 6:30pm on September 10, 2020. The deadline to return the proxy is 6:00pm on September 3, 2020. If you are registered with Constant Contact you will receive an email with instructions on how to vote electronically if you chose to vote in that manner. If you choose to vote electronically you will not need to fill out the proxy provided.

You can join the meeting from PC, Mac, or Apple/Android at:

<https://spectrumam.zoom.us/j/99837721781?pwd=UVpXVkcVncStZam1DMjNNeDc5YzA1QT09>

Password: 065108

To join via phone only, use one of the numbers below:

US: +1 346 248 7799 or +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592

Meeting ID: 998 3772 1781

International numbers available: <https://spectrumam.zoom.us/j/abXQIf6DWZ>

During the Annual Meeting, the lot owners will elect three (3) new members to the Board. Nominations are open to any homeowner, if you are interested please call or go the Villages of Westcreek office during business hours to apply. Please be advised that nominations will also be called from the floor during the Annual Meeting.

We encourage your participation in the Association. As you know, the Association has important functions including: (i) maintenance of common area and landscaping; (ii) budgeting for current and future expenses; (iii) communicating with owners; and (iv) managing and collecting assessments.

In person voting will be allowed on September 10, 2020 from 1pm until 5:30pm. If you have any questions, please do not hesitate to call the office at 210-679-8761. Immediately following the Annual Meeting, we may have an Organizational Meeting for the Board Members to appoint officers.

Regards,

Board of Directors

Villages of Westcreek Owners Association Inc.
A Texas Non-Profit Corporation

2020 ANNUAL MEETING AGENDA

9/10/2020

- 1. Call to Order – 7:00 PM**
 - a. Determination of Quorum
 - b. Proof of Notice
 - c. Introductions
- 2. Approval of Minutes for Last Annual Meeting**
- 3. Election of Board Member(s)**
 - a. Nominations from the Floor
 - b. Introduction of Candidates
 - c. Voting
- 4. Question & Answer Period**
- 5. Election Results**
- 6. Adjournment**

Please hold all questions until the Question & Answer period.

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2020 Board Member Candidate Profile

Due by 6 PM on 2/17/2020

*PLEASE FILL OUT THIS PROFILE FORM IF YOU ARE INTERESTED IN RUNNING FOR THE BOARD OF DIRECTORS.
INDIVIDUALS MUST BE ABLE TO COMMIT TO A FULL TERM OF 2 YEARS AND GIVE 8-15 VOLUNTEER SERVICE HOURS EACH MONTH.*

NAME-Click or tap here to enter text.	DAYTIME TELEPHONE-Click or tap here to enter text.
ADDRESS-Click or tap here to enter text.	EMAIL ADDRESS-Click or tap here to enter text.

PLEASE TELL US A LITTLE ABOUT YOURSELF (Family, Hobbies/Interests, ETC)Click or tap here to enter text.

PLEASE TELL ABOUT SOME PAST EXPERIENCE/WORK THAT WOULD MAKE YOU QUALIFIED TO BE ON THE BOARD OF DIRECTORS-Click or tap here to enter text.

BRIEFLY EXPLAIN WHAT YOU WOULD LIKE TO DO FOR THE ASSOCIATION-Click or tap here to enter text.

REMEMBER, BEING A BOARD MEMBER REQUIRES 8-15 HOURS OF VOLUNTEER TIME PER MONTH.

ONLY SUBMIT THIS FORM IF YOU CAN MEET THIS TIME COMMITMENT. YOU WILL THEN BE PLACED ON THE BALLOT FOR VOTING AT THE ANNUAL MEETING. IF YOU ARE NOMINATED FROM THE FLOOR OR ENTERED AS A WRITE IN ON ANY BALLOTS YOU MUST BE PRESENT, IN PERSON OR BY PROXY TO BE PUT ON THE BALLOT AT THE MEETING.

PLEASE MAIL THIS FORM TO

**VWOA office at 12395 Military Drive West San Antonio Texas 78253,
BY FAX 210-679-0040 or, BY EMAIL IT CM@VILLAGESOFWESTCREEK.COM.**



**Villages of Westcreek Owners Association
Annual Meeting of the Members
Thursday September 10, 2020**

Open Meeting: The Annual Meeting of the Members was called to order by the President, at 7:05pm after achieving a quorum on the 2nd call. The purpose of the meeting was to conduct regular business as identified in the pre-announced agenda.

Board members present:

Richard Gentry, President
Kevin Drummonds, Vice President
Heather Mallia, Treasurer
Daniel Schafer, Assistant Secretary

Board Members Absent:

Richard Riggie, Secretary

Staff Present:

Jacob Fey, Community Manager
Jason Dunbar, Community Activities Director
Beverly Hover, Standards Manager

Guests Present:

Israel Sanchez, Community Manager Spectrum Association Management

I. Approval of the minutes- 2019 Annual Meeting minutes were reviewed by the Board and membership present. A motion was made by Arthur Jacobson to accept the Annual Meeting minutes with a suggested change by Bill Fenstermacher that full names are used throughout the entire minutes, a second was provided by Bill Fenstermacher and all were in favor. The minutes were approved with the suggested change. Jacob Fey will make the change to the 2019 Annual Meeting minutes.

II. Nomination for Board Members: No nominations were made at this time.

III. Introduction of Candidates- Richard Gentry and Heather Mallia introduced themselves and gave a brief bio of themselves. Richard Riggie and Barry Bradford, a write in candidate, were not in attendance.

IV. Voting- Voting was open from February 2020 until 5:30PM on Thursday September 10, 2020, allowing homeowners multiple ways to vote. Ballots were mailed out to every homeowner and online voting was available, as well as ballots being made available at the Villages of Westcreek office. In-person voting was held the day of the meeting in the Villages of Westcreek office until 5:30PM as well. Voting was broken down as follows: 636 votes cast online, 69 ballots were turned into the ballot box located in the office and 0 votes were cast in-person the day of the meeting.

V. Homeowner Forum: Homeowner asked the Board if the standards department was backing off violations due to the pandemic. The Board informed the homeowner that they have not instructed the

department to back off violations due to the pandemic and that violations have increased recently. Homeowner asked the Board if or when the tot lot and pools would reopen. The Board informed the homeowner that the Association will continue to follow the City and County guidelines as it pertains to the amenities and closures. Homeowner asked the Board about the home on Park Point that does not comply with the Governing Documents. Jacob Fey informed the homeowner that the home is a non-billable unit currently and cannot be written up by the Standards Department. Once the home sells it will then be included into the Association and will be held to the same standards as the rest of the Association. Homeowner asked the Board for an update on the ARC and volunteers. Jacob Fey informed the homeowner that the Association is still taking volunteers applications for the ARC but currently there have not been enough interest to fill the committee. Lastly, a homeowner asked the Board how often elections are and how many Board members there are. The Board informed the homeowner that elections happen yearly and there are 5 members per the Governing Documents.

VI. Election Results: Richard Gentry, Heather Mallia and Richard Riggie were elected to the Board of Directors, all three will serve two-year terms.

VII. ADJOURNMENT: There being no further business to discuss, the meeting was adjourned at 7:33 p.m.

**Organizational meeting
September 10, 2020
VWOA Community Center**

Meeting was called to order at 7:34pm

Motion was made to elect Richard Gentry to the position as President, second was provided and all were in favor. Richard Gentry will be the President for the remainder of the year which ends at the annual meeting in 2021.

Motion was made to elect Kevin Drummonds as Vice President, a second was provided and all were in favor. Kevin Drummonds will be the VWOA Vice President for the remainder of the year which ends at the annual meeting 2021.

Motion was made to elect Heather Malia as the VWO Treasurer, a second was provided and all were in favor. Heather Mallia will serve as the VWOA Treasurer for the remainder of the year which ends at the annual meeting 2021.

Motion was made to elect Richard Riggie to the position of VWOA Secretary, a second was provided and all were in favor. Richard Riggie will serve as the VWOA Secretary for the remainder of the year which ends at the annual meeting 2021.

Motion was made to elect Daniel Schafer to the position of Assistant Secretary, a second was provided and all were in favor. Daniel Schafer will serve for the remainder of the year which ends at the annual meeting 2021.

Meeting was adjourned at 7:40pm.

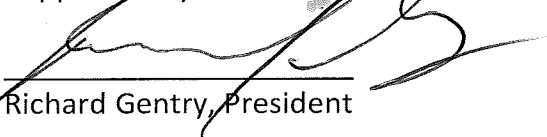
Attested by:



Elaine Maurer, Asst. Secretary

Date: 4-16-2021

Approved by:



Richard Gentry, President

Date: 4-18-2021

Posted in the VWOA Book of Minutes and on VWOA website by:



Jacob Fey, Community Manager

Date: 4/19/21

2020

Villages of Westcreek Owners Association Annual Meeting



VIA ZOOM

Call to Order 7:00PM
Determination of Quorum
Proof of Notice
Board Introductions



2020 Annual Meeting agenda

- 1. Call to Order – 7:00 PM**
 - a. Determination of Quorum**
 - b. Proof of Notice**
 - c. Introduction of current board**
- 2. Approval of Minutes for 2019 Annual Meeting**
- 3. Election of Board Member(s)**
 - a. Nominations from the Floor**
 - b. Introduction of Candidates**
 - c. Voting**
- 4. Question and Answer Period**
- 5. Election Results**
- 6. Adjournment**



**Approval of
2019 Annual Meeting minutes**



2020 Election



EXPLANATION ON NOMINATIONS FROM THE FLOOR



Introduction of Candidates

RICHARD GENTRY

HEATHER MALIA

RICHARD RIGGIE



Ways Homeowners Voted

Online:

Ballot Box: 69

In-Person:



Question and Answers

3 Minutes per Homeowner

Please be respectful of other homeowners



2020 Election Results



Adjournment

See you next year!!!!

