Property Owners’ Forum

Directors Present:
Claire Atry, Art Downey- Chairman, John Fike, Tina Hinson, John Kiser, Michael King, Viki Melton, Ken Piland, Rick Rawley, Joe Silman

Directors Absent:
Randall Hawkins

Guests:
Jeffry Graye from Chase Bank, Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:34 PM.

Roll Call:
A quorum was established at 3:35 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

Approval of December Meeting Minutes:
Mr. Fike motioned to approve December minutes as amended; Mr. Piland seconded, unanimously approved.

Approval of January 4, 2017 Special Meeting Minutes:
Mr. Silman motioned to approve the January 4, 2017 minutes; Mr. King seconded; unanimously approved.

Acceptance of December Financials:
Ms. Atry motioned to accept December 2016 Financials; Mr. Rawley seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported 14 steel boxes were purchased to prevent theft of double checks, and a new pump is going to be installed at the fountain at Stone Oak and 1604.

B. Architectural Review – Mr. Piland reported the log has been sent out.

C. Budget and Finance- Mr. Silman went over the financial presentation that will be given at the annual meeting.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held on January 24th with Mike Frisbie speaking about the 2017 Bond.

E. Neighborhood Representatives – Ms. Melton informed the BOD the traffic light at Arrowhill and Stone Oak Parkway will be turned on January 19th and the Stop signs will be removed at that time.

Community Project Committee- Ms. Melton informed the BOD the SPARK Park program negotiations will begin in March with NEISD.
Old Business:

A. **Management Company LLC Report** - Mr. Fike reported the Christmas decorations have been taken down. The Annual Meeting Announcement has been sent out and is also posted on the website, the office staff have been preparing for the Annual Meeting as well.

B. **Unclaimed Assessment Credit Policy** - Ms. Atry informed the BOD under the proposed policy, once a property sells, the previous owner will have days to provide a written request for any credit on the property. After 90 days, unclaimed credit will be applied to the property’s account. Mr. Fike seconded; unanimously approved.

New Business:

A. There was no new business to discuss.

The regular session was adjourned for Executive session at 4:53 pm. The meeting was called into executive session at 4:54 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 1-18-2017, to be transferred to the attorney for action on 1/31/17. There were no foreclosures to be discussed. There were write-offs for $938.22. Executive session was adjourned at 5:02 pm, and regular session adjourned at 5:03 pm.

**APPROVED:**

[Signature]

Joe Silman  
President

[Signature]

Kenneth B. Piland  
Secretary
Stone Oak Property Owners Association  
Board of Directors  
February 15, 2017 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:  
Art Downey- Chairman, John Fike, Jeff Graye, Randall Hawkins, Tina Hinson, John Kiser, Michael King, Viki Melton, Ken Piland, Joe Silman

Directors Absent:  
Rick Rawley

Guests:  
Claire Atry from Chase Bank, Christina Gonzalez, Meg Lorente, Mike Thurman

Mr. Downey acknowledged Ms. Atry and thanked her on behalf of the Board for her contribution to the BOD and Stone Oak POA for the past two years

Call to Order:  
Mr. Downey called the meeting to order at 3:34 PM.

Roll Call:  
A quorum was established at 3:35 PM.

Adoption of Agenda:  
Mr. Downey inquired if anyone had any changes or additions to the agenda; Mr. Piland requested a discussion regarding projects happening around Stone Oak under New Business.

Approval of January Meeting Minutes:  
Mr. Piland motioned to approve January minutes as amended; Mr. Kiser seconded, unanimously approved.

Approval of 2017 Annual Meeting Minutes:  
Mr. Kiser motioned to approve the 2017 Annual Meeting minutes; Mr. Piland seconded, unanimously approved.

Acceptance of January Financials:  
Mr. Graye motioned to accept January 2017 Financials; Mr. Fike seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported the pruning of roses and perennials are complete along with the weed treatment in bull rock and beds. The major main line irrigation on Huebner #8 was damaged. Repairs should be completed by the end of the week. He informed the BOD they are still awaiting the City Contractor to assist in reconnecting the irrigation at the new traffic light. Mr. Kiser reported the annual SAWS irrigation audit is in process and is approximately 50% complete.

B. Architectural Review – Mr. Piland reported the log has not been sent out and informed the BOD of the Chick-fil-a remodel taking place at Blanco Market.

C. Budget and Finance- nothing new to report.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held on February 22nd with Chief McManus as guest speaker.
E. Neighborhood Representatives – Ms. Melton reported the next NRC meeting will be held on Wednesday, March 8th at 7 p.m. at the Club at Sonterra in the Directors Room. The guest speaker will be Mike Frisbie, Director of City of San Antonio Transportation and Capital Investments, who will be discussing the 2017 Bond that will be voted on May 6th. In addition, Officer Quinn, our SAFFE officer will be attending as well as Robert Strande, US Postal Inspector. Both speakers will be discussing the ongoing problem we are experiencing with mailbox break-ins.

**Old Business:**

A. Management Company LLC Report- Mr. Fike reported the Annual meeting went well and late notices have been sent out. He informed the BOD the office will be closed February 20th in observance of President’s Day.

B. Annual Meeting and Independence Hill Recognition- Mr. Piland motioned to approve $250 as a donation for their activities budget; Ms. Melton seconded, unanimously approved.

**New Business:**

A. Establish Officers and Welcome New Director- Mr. Fike motioned to keep serving officers on the Board in their current capacity. They are as follows:

- President: Joe Silman
- Vice President: John Kiser
- Secretary: Ken Piland
- Treasurer: Jeff Graye

Mr. Graye seconded, unanimously approved.

B. Board Members Annual Signing of Acknowledgement of Conflict of Interest- Mr. Silman reviewed and discussed the Policy that was then signed and returned by the BOD.

C. 2017 Composting Project- Mr. Kiser motioned to approve $64K for composting; Mr. Fike seconded, unanimously approved.

D. Seasonal Flowers- Mr. Kiser motioned to approve $8,200 for spring seasonal flowers; Mr. King seconded, unanimously approved.

E. Deep Root Tree Feeding- Mr. Kiser motioned to approve $4,300 for deep root tree feeding; Mr. Piland seconded, unanimously approved.

F. Bed and Tree-Well Mulching Project- Mr. Kiser motioned to approve $24K for bed and tree well mulching; Mr. Piland seconded, unanimously approved.

G. Projects ongoing in Stone Oak- Mr. Piland informed and discussed potential apartment complex close to Stone Oak.

The regular session was adjourned for Executive session at 4:29pm. The meeting was called into executive session at 4:30 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 2-15-2017, to be transferred to the attorney for action on 2/28/17. There were no foreclosures to be discussed. There were no write-offs. Executive session was adjourned at 4:38 pm, and regular session adjourned at 4:39 pm.

**APPROVED:**

Joe Silman  
President

Kenneth B. Piland  
Secretary
Stone Oak Property Owners Association
Board of Directors
March 15, 2017 – 3:30PM
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:
Art Downey- Chairman, Tina Hinson, John Kiser, Michael King, Viki Melton, Ken Piland, Rick Rawley, Joe Silman

Directors Absent:
John Fike, Jeff Graye, Randall Hawkins

Guests:
Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:39 PM.

Roll Call:
A quorum was established at 3:40 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; Mr. Piland requested a discussion regarding a Site Development Agreement under Old Business.

Approval of February Meeting Minutes:
Mr. King motioned to approve February minutes as amended; Mr. Kiser seconded, unanimously approved.

Acceptance of February Financials:
Mr. Silman motioned to accept February 2017 Financials; Mr. Piland seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported the irrigation connection on Stone Oak 18B to Stone Oak 19A will be completed this week. The As Built documentation will go to Grounds Control this week to begin creating the electronic version to help keep changes up to date. Ten steel boxes have been installed on Stone Oak and Canyon Golf to prevent theft of double checks and valves. Mr. Kiser informed the BOD the spring flowers have been ordered, the composting of turf on islands has begun, and the mulching of tree wells and beds is scheduled for May.

B. Architectural Review – Mr. Piland reported the log has been sent out.

C. Budget and Finance- nothing new to report.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held on March 22nd at Stone Oak Methodist Hospital. There are ten candidates for the District 9 Council seat. They will each attend and participate in a candidate forum with 3 minutes to introduce themselves and their platform.

E. Neighborhood Representatives – Ms. Melton reported the March NRC meeting went well with some new reps attending. Mr. Frisbie spoke about the Bond and extension of Hardy Oak and Mr. Strand gave mail theft updates with SAPD. It was the first meeting held in the new location of the Club at Sonterra, and it was well received.
Old Business:

A. Management Company LLC Report- Mr. Silman reported new equipment was purchased for meetings will be split with Sonterra. A $250 donation was delivered to Independence Hill in appreciation of use of their meeting space for the POA Annual Meeting.

B. Site Development Agreement- Mr. Silman reported changes were made as BOD requested, Mr. Thurman will have language revised on Stone Oak site map so there is more understanding and no confusion.

New Business:

A. 2016 Financial Audit- Mr. Silman motioned to approve $6,200 to have 2016 audit completed, Mr. Piland seconded; unanimously approved.

B. Landscape Improvements Evans 10 & 11-- Mr. Kiser motioned for $6,700 for Evans 10A & 11B improvements, Mr. Piland seconded; unanimously approved.

The regular session was adjourned for Executive session at 5:04 pm. The meeting was called into executive session at 5:05 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 3-15-2017, to be transferred to the attorney for action on 3/31/17. There were no foreclosures to be discussed. There were no write-offs. Executive session was adjourned at 5:16 pm, and regular session adjourned at 5:17 pm.

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association  
Board of Directors  
April 19, 2017 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:  
Art Downey- Chairman, John Fike, Jeff Graye, Michael King, Viki Melton, Ken Piland, Rick Rawley, Joe Silman

Directors Absent:  
Randall Hawkins, Tina Hinson, John Kiser

Guests:  
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:  
Mr. Downey called the meeting to order at 3:33 PM.

Roll Call:  
A quorum was established at 3:34 PM.

Adoption of Agenda:  
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

Approval of March Meeting Minutes:  
Mr. Piland motioned to approve March minutes as amended; Mr. Graye seconded, unanimously approved.

Acceptance of March Financials:  
Mr. Graye motioned to accept March 2017 Financials; Mr. Fike seconded; unanimously approved.

Committee Reports:  

A. Aesthetics – Mr. Silman discussed existing tree trimming polices in medians and a long right of ways.

B. Architectural Review – Mr. Piland reported the log has been sent out and updated the BOD of current ongoing projects.

C. Budget and Finance- Mr. Graye reported the Committee determined additional funds may be available for capital projects. They suggested Ms. Melton have her Community Project Committee develop a list of potential projects.

D. Community Issues – Mr. Downey reported early voting begins April 24th, and will run through May 2nd. The next District 9 meeting will be held on Wednesday, April 26th at Stone Oak Methodist Hospital, and Councilman Krier will be present to say farewell.

E. Neighborhood Representatives – Ms. Melton reported the April NRC meeting went well with some new reps attending. Security issues and mailbox theft were thoroughly discussed with SAFFE Officer Quinn available for questions.

Old Business:  

A. Management Company LLC Report- Mr. Fike reported the Donation and Dumping Event was a sucess with 12.17 tons of waste collected, and two donation trucks filled. The Shredding and Rain Barrel Event will be held on Saturday, April 22nd.
New Business:

A. **Parman Donation**- In recognition of Dan Parman’s passing, and his contributions to the Stone Oak Area, Mr. Piland motioned to approve $200 as a donation to the Parman Library on behalf of the Stone Oak POA; Mr. Fike seconded; unanimously approved.

B. **Summer Planting**- Mr. Silman motioned for $10,000 for the Summer Annual Plantings at 1604 and Stone Oak Parkway and other selected locations, Mr. Rawley seconded; unanimously approved. Mr. Silman motioned to have $7,500 to add plantings adversely affected by winter freeze, Mr. Rawley seconded; unanimously approved.

The regular session was adjourned for Executive session at 4:13 pm. The meeting was called into executive session at 4:14 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 4-19-2017, to be transferred to the attorney for action on 4/30/17. There were no foreclosures to be discussed. There were write-offs for $285.19. Executive session was adjourned at 4:45 pm, and regular session adjourned at 5:17 pm.

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association
Board of Directors
May 17, 2017 – 3:30PM
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:
Art Downey- Chairman, John Fike, Jeff Graye, Randall Hawkins, Michael King, John Kiser, Viki Melton, Ken Piland, Rick Rawley, Joe Silman

Directors Absent:
Tina Hinson

Guests:
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:32 PM.

Roll Call:
A quorum was established at 3:33 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

Approval of April Meeting Minutes:
Mr. Fike motioned to approve April meeting minutes; Mr. Rawley seconded, unanimously approved.

Acceptance of April Financials:
Mr. Silman motioned to accept April 2017 Financials; Mr. Kiser seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported the organic composting of all islands is complete, approximately 1075 cu yards applied. The “As Built” automation project is 90% complete. This project will allow us to update changes on our islands such as, irrigation valves, meters, plants, etc. and to be updated online vs the current manual process. The mulching of all planting areas and tree wells will start this month. Mr. Kiser informed the committee the irrigation schedule has been set to Summer run times. M, W, F, 40 minutes, twice a day.

B. Architectural Review – Mr. Piland reported the log has been sent out and he updated the BOD of current ongoing projects.

C. Budget and Finance- Mr. Silman stated nothing new to report.

D. Community Issues – Mr. Downey reported early voting begins May 30th with the run-off election for Mayor and City Councilman on June 10th. The next District 9 meeting will be held on Wednesday, May 24th at Stone Oak Methodist Hospital.

E. Neighborhood Representatives – Ms. Melton reported the May meeting was well attended. The guest speakers were Jon Green, Eddie Reyes, and Pete Garza. Jon Green is the project manager for the 281 expansion project. Ms. Melton informed the BOD all three men were very enthusiastic about the project and were available for questions.
Old Business:

A. Management Company LLC Report- Mr. Fike reported staff has been working on the 2016 Audit, final preparation for the July assessment billing is underway.

New Business:

A. Internal Controls Review- Mr. Silman motioned to approve $5,000 for an internals control review, and for BOD to allow the Finance Committee to choose an Accounting Firm to perform the review; Mr. Piland seconded, unanimously approved.

B. ARC Submittal Form- Mr. Piland motioned to approve the drafted New Construction Submittal Form for the new development/projects with edits drafted by Mr. Thurman to provide disclaimer of specificity; Ms. Melton seconded, unanimously approved.

The regular session was adjourned for Executive session at 5:06 pm. The meeting was called into executive session at 5:07 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 5-17-2017, to be transferred to the attorney for action on 5/31/17. There was one foreclosure discussed. There were no write-offs. Executive session was adjourned at 5:20 pm, and regular session adjourned at 5:21 pm.

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association  
Board of Directors  
June 21, 2017 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:  
Art Downey- Chairman, Jeff Graye, Michael King, John Kiser, Ken Piland, Rick Rawley (phone), Joe Silman, Scott Sowards

Directors Absent:  
Randall Hawkins, Tina Hinson, Viki Melton

Guests:  
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:  
Mr. Downey called the meeting to order at 3:35 PM.

Roll Call:  
A quorum was established at 3:36 PM.

Introduction of New BOD Member:  
Mr. Sowards was introduced. His position will be discussed further under New Business.

Adoption of Agenda:  
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

Approval of May Meeting Minutes:  
Mr. Piland motioned to approve May meeting minutes; Mr. Kiser seconded, unanimously approved.

Acceptance of May Financials:  
Mr. Piland motioned to accept May 2017 Financials; Mr. Kiser seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported the “As Built” documentation converted from manual to digital is complete, with the updates being maintained electronically. There are ongoing repairs to several islands due to vehicle damage, along with replacement of some irrigation filters and fine tuning run times on the drip irrigation.

B. Architectural Review – Mr. Piland reported the log has been sent out and he updated the BOD of current ongoing projects.

C. Budget and Finance- Mr. Silman reported the Finance Committee has reviewed the draft of the 2016 Financial Audit and the Committee asked for several clarifications from the auditor.

D. Community Issues – Mr. Downey reported the swearing in for Mayor and City Councilman will be today, June 21st at the Artisan Theatre. The next District 9 meeting will be held on Wednesday, June 28th at Stone Oak Methodist Hospital. Becky Dinnin, Executive Director of the Alamo Endowment will give a presentation on the proposed Alamo Master Plan to include in the preservation, management, education, maintenance, operation and restoration of the Alamo Complex.
E. Neighborhood Representatives – Mr. Downey and Ms. Lorente informed the BOD VIA will be installing a stoplight for their project at Stone Oak Pkwy. & 281 beginning in August. Bill Williams with the Vista Ridge Pipeline Project gave a presentation at the June NRC meeting, and the meeting was well attended.

Old Business:

A. Management Company LLC Report- Mr. Silman reported July assessment invoices have been sent out. The Sonterra Accounting Supervisor is no longer with the company, Tracey Golson has been helping Sonterra with their billing. Ms. Lorente explained office hours July 3rd & 4th.

B. Short Term Rental Policy- Mr. Silman led the BOD in discussion regarding short term rentals within Stone Oak. No action taken.

New Business:

A. Acceptance of Representative for the Church of LDS- Ms. Lorente confirmed a letter has been received acknowledging Mr. Scott Sowards as the new representative for the Church of LDS. No action taken.

B. Replacement of Open Position on the LLC- Mr. Piland motioned to appoint Mr. Mike King to the LLC Board, Mr. Graye seconded, unanimously approved.

C. Outside Maintenance Procedures Review- Mr. Silman informed the BOD there was an evaluation done regarding the existing procedures in the Maintenance Department. Resulting suggestions are being discussed and implemented. No action taken.

The regular session was adjourned for Executive session at 4:31 pm. The meeting was called into executive session at 4:32 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 6/21/2017, to be transferred to the attorney for action on 6/30/17. There were no foreclosures to be discussed. There were no write-offs. Executive session was adjourned at 4:47 pm, and regular session adjourned at 4:48 pm

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Property Owners’ Forum

Directors Present:
Holly Boyette, Randall Hawkins, Viki Melton, Michael King, John Kiser, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards

Directors Absent:
Art Downey- Chairman, Jeff Graye

Guests:
Meg Lorente

Call to Order:
Mr. Silman called the meeting to order at 3:32 PM.

Roll Call:
A quorum was established at 3:33 PM.

Introduction of New BOD Member: Mr. Silman introduced Ms. Boyette who will be taking over as the Oxford representative. This will be discussed further under New Business.

Adoption of Agenda:
Mr. Silman inquired if anyone had any changes or additions to the agenda; Mr. Piland requested an ARC discussion item be added under Executive Session.

Approval of June Meeting Minutes:
Mr. Piland motioned to approve June meeting minutes; Mr. Kiser seconded, unanimously approved.

Acceptance of June Financials:
Mr. Piland motioned to accept the June 2017 Financials; Mr. Kiser seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported on the on-going project to relocate the weather station to a more effective area. Luiz is working with Rain Bird and a licensed irrigator to ensure proper location and theft deterrent. New lights have been ordered for the flag poles at the monuments, and maintenance yard/facility improvements are in process. Mr. Kiser informed the BOD Grounds Control is to maintain tree canopy clearance at 8’ and 14’ above traffic lanes.

B. Architectural Review – Mr. Piland reported the log has been sent out and he updated the BOD of current ongoing projects.

C. Budget and Finance- Mr. Silman reported he has sent out a draft of the Internal Controls Report to the BOD for review, the Finance Committee will review at August meeting.

D. Community Issues – Ms. Melton reported the next District 9 meeting will be held on Wednesday, July 26th at 7 PM at Stone Oak Methodist Hospital. The Alamo Area Metropolitan Planning Organization has been asked to provide a presentation on the organization and the role of AAMPO. Kevin Wolff, Bexar County Precinct 3, will also attend and provide his insight into transportation funding and planning.
E. Neighborhood Representatives – Ms. Melton reported the meeting was well attended with guest speakers from HEB, Parks, and SAPD.

Old Business:

A. Management Company LLC Report- Ms. Melton informed the BOD Mike King will fill the vacancy on the LLC Board.

New Business:

A. Appointment of Oxford at Sonterra to complete the remaining term of open position- Mr. Rawley motioned Holly Boyette as the new representative for Oxford at Sonterra, Mr. Piland seconded; unanimously approved.

B. Proposal for Tree Trimming- Mr. Kiser motioned to authorize up to $45K for tree trimming, Mr. Rawley seconded, unanimously approved.

C. Funds needed to implement Maintenance Yard Improvements- Mr. Silman informed the BOD updated maintenance job descriptions are in process, and their blanket hours will be 7AM-4PM. The new facial recognition timeclock has been installed, Stone Oak logo hats for team have been ordered, and the old building in maintenance yard currently being used for storage is being converted to a meeting space. Mr. Silman noted up to $5K will be invested and it will come from Capital account that the LLC has previously approved.

The regular session was adjourned for Executive session at 4:35 pm. The meeting was called into executive session at 4:36 pm. The Board approved to have the list of accounts provided by the Property Manager, dated 7/19/2017, to be transferred to the attorney for action on 7/31/17. There were no foreclosures to be discussed. There were no write-offs. Executive session was adjourned at 4:42 pm, and regular session adjourned at 4:43 pm.

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association  
Board of Directors  
August 16, 2017 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

**Directors Present:**  
Holly Boyette, Art Downey- Chairman, Jeff Graye, Randall Hawkins, Michael King, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards

**Directors Absent:**  
John Kiser, Viki Melton

**Guests:**  
Meg Lorente, Mike Thurman

**Call to Order:**  
Mr. Downey called the meeting to order at 3:33 PM.

**Roll Call:**  
A quorum was established at 3:34 PM.

**Adoption of Agenda:**  
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none, agenda adopted.

**Approval of July Meeting Minutes:**  
Mr. Piland motioned to approve July meeting minutes; Mr. Rawley seconded, unanimously approved.

**Acceptance of July Financials:**  
Mr. Silman motioned to accept the July 2017 Financials; Mr. Piland seconded; unanimously approved.

**Committee Reports:**

A. **Aesthetics** – Mr. Silman reported the new facial recognition timeclock has been installed and maintenance employees are all working a standard schedule from 7 a.m.-4 p.m. The cleaning of the maintenance yard has been completed, and the old building has been converted into a new meeting area where daily assignment meetings are held. An ice machine and box blade have been purchased; those costs will be split between Sonterra and Stone Oak.

B. **Architectural Review** – Mr. Piland reported the log has been sent out, and he updated the BOD of current ongoing projects and discussed a few centers in fining.

C. **Budget and Finance** – Mr. Graye reported that capital expenditures of $2,500 or less would be categorized as a general expense as recommended by Armstrong & Vaughn. Any capital expenditure over $2,500 will be capitalized and depreciated as appropriated as accounting standards. Mr. Silman referred to the Internal Controls Report, and reported a few of the recommendations will be implemented beginning with Ms. Lorente initialing the check stubs before the BOD members have signed. Also, the payroll journal will be given to the LLC managers for review at the monthly meetings. Finally, the general ledger, particularly any adjustments to the revenue account, will be reviewed on a monthly/quarterly basis.

D. **Community Issues** – Mr. Downey reported the next District 9 meeting will be held on Wednesday, August 23rd at 7 PM at Stone Oak Methodist Hospital. The City Manager Cheryl Scully will be discussing the 2018 Budget and speak about fire contract.
E. Neighborhood Representatives – Mr. Silman reported the meeting was well attended with guest speakers from VIA that presented the new Stone Oak VIA station that is scheduled to open January 8, 2018.

Old Business:

A. Management Company LLC Report- Ms. Lorente informed the BOD the purchasing of Adobe software is under consideration. The LLC has allowed Ms. Lorente and Ms. Gonzalez to attend the TWC Seminar, September 14th and 15th at the Marriott Rivercenter.

New Business:

A. Proposal for Turf Drip Installation- Mr. Piland motioned for up to/not to exceed $100,000 for drip installation on Stone Oak Parkway Islands 32-35, Mr. Rawley seconded with alternate bids expected to be obtained; unanimously approved.

B. Plaque Placement at Stone Oak & Huebner- A discussion of a Stone Oak Plaque to be placed on Stone Oak Parkway and Huebner Rd. was held, issue will be tabled until September when a solid proposal has been given.

The regular session was adjourned for Executive session at 4:32 pm. The meeting was called into executive session at 4:33 pm. The Board did not have a list to be transferred to the attorney for action on 8/31/17. There was one foreclosure to be discussed, and the Board approved it to proceed to foreclosure. There were no write-offs. Executive session was adjourned at 4:42 pm, and regular session adjourned at 4:48 pm

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association
Board of Directors
September 20, 2017 – 3:30PM
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:
Art Downey- Chairman, Jeff Graye, John Kiser, Viki Melton, Ken Piland, Rick Rawley, Joe Silman,

Directors Absent:
Holly Boyette, Randall Hawkins, Michael King, Scott Sowards

Guests:
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:33 PM.

Roll Call:
A quorum was established at 3:38 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; New Business H. 2018 Draft Budget will be tabled and placed on October agenda, agenda adopted as amended.

Approval of August Meeting Minutes:
Mr. Graye motioned to approve August meeting minutes; Mr. Piland seconded, unanimously approved.

Acceptance of August Financials:
Mr. Silman motioned to accept the August 2017 Financials; Ms. Melton seconded; unanimously approved.

Committee Reports:
A. Aesthetics – Mr. Kiser reported the structural pruning and ball moss removal is complete on islands: Huebner 1-13, Stone Oak 4-11, and Hardy Oak 1-9. The drip turf project will begin late September or early October for Stone Oak islands 32-35. Mr. Kiser informed the BOD the water meter reading automation project is ongoing with Topbox reviewing the requirements to have a proposal ready soon. An implementation plan for relocating the weather station to median Stone Oak Island 21 is under way, including the installation, grounding, electrical, connectivity, updating security, etc. New flag pole lights have been received and the installation will be complete in mid-October.

B. Architectural Review – Mr. Piland reported the log will be sent out, and he updated the BOD of current ongoing projects.

C. Budget and Finance- Mr. Graye reported the Finance Committee accepted the recommendation of the staff to modify the allocation of processing fees between the LLC and the POA.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held on Wednesday, September 27th at 7 PM at Stone Oak Methodist Hospital. Bexar County Sheriff Salazar will be in attendance.
E. Neighborhood Representatives – Mr. Downey reported the meeting was well attended. The main topic was on hurricane relief and what our residents can do to help. There were three guest speakers, Julie Steele, Kristin Palme, and Sandy Carter that are volunteers with Red Cross, San Antonio Food Bank and Animal Services and Rescue. They informed attendees how donations are distributed and how each donation helps the Hurricane Harvey Relief efforts.

Old Business:

A. Management Company LLC Report- Ms. Lorente informed the BOD the new facial recognition timeclock in the maintenance yard is working well, and the crew is now adhering to regular hours of 7-4 p.m. New neon yellow Stone Oak shirts and khaki hats have been purchased and distributed to be worn at all times. The maintenance crew will occasionally wear their orange vests over the new shirts especially during inclement weather.

New Business:

A. Official Appointment of Randall Hawkins to ARC- Mr. Piland motioned for Randall Hawkins be appointed to the ARC, Ms. Melton seconded; unanimously approved.

B. Chairman of the Board Election- Ms. Melton motioned to have Art Downey continue as Chairman of the Board, Mr. Piland seconded; unanimously approved.

C. Nominating Committee Establishment- The Nomination Committee was established with Art Downey as Chairman and four (4) members were appointed; John Kiser, Rick Rawley, Scott Sowards, and Randall Hawkins.

D. Fall Plantings/Annuals- Mr. Kiser motioned to have $16,950 approved for Fall Annual Plantings, Mr. Rawley seconded; unanimously approved.

E. Fall Plantings/Islands- Mr. Kiser motioned for $5,000 approved for Fall Island Plantings, Ms. Melton seconded; unanimously approved.

F. Weather Station- Discussion was included under Committee Reports; no action taken.

G. Stone Oak Plaque- Ms. Melton motioned to purchase a Stone Oak Plaque with the amount approved at the August BOD meeting, Mr. Graye seconded; unanimously approved.

The regular session was adjourned for Executive session at 4:02 pm. The meeting was called into executive session at 4:33 pm. The Board did not have a list to be transferred to the attorney for action on 9/30/17. There was one foreclosure to be discussed, and the Board approved it to proceed to foreclosure. There were no write-offs. Executive session was adjourned at 4:26 pm, and regular session adjourned at 4:27 pm

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association
Board of Directors
October 18, 2017 – 3:30PM
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:
Holly Boyette, Art Downey- Chairman, Jeff Graye, Randall Hawkins, Michael King, John Kiser, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards

Directors Absent:
Viki Melton

Guests:
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:32 PM.

Roll Call:
A quorum was established at 3:34 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; there was none.

Approval of September Meeting Minutes:
Mr. Piland motioned to approve September meeting minutes; Mr. Graye seconded, unanimously approved.

Acceptance of September Financials:
Mr. Silman motioned to accept the September 2017 Financials; Mr. Piland seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported the structural tree pruning and ball moss removal is complete. Drip in turf irrigation running at 25% on Monday through Friday, and the turf drip conversion on Stone Oak Parkway 32-35 continues on schedule. The installation of the sidewalk on Huebner has begun and the Maintenance team is assisting in trimming and bushes that are affected. Mr. Kiser informed the BOD the fall color plantings have been ordered to be installed mid-November.

B. Architectural Review – Mr. Piland reported the log will be sent out, and he updated the BOD of current ongoing projects.

C. Budget and Finance – Mr. Silman discussed the 2018 budget for the LLC and POA.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be a mixer held on Wednesday, October 25th at 7 PM at Stone Oak Methodist Hospital. All 7 previous council persons will be in attendance in honor of the District 9 20th Anniversary.

E. Neighborhood Representatives – Mr. Downey informed the BOD of the SAWS Terminus Hardy Oak/Vista Ridge project. Involved leaders of the project will be meeting with neighborhoods, Los Lomas Elementary School, HOA’s, and the NRC during all major phases of construction and are open to input/feedback.

Ms. Lorente informed the BOD regarding the preliminary details regarding the BOD of the SPARK Park at Canyon Ridge Elementary School.
Old Business:

A. Management Company LLC Report- Mr. Silman informed the BOD the office will be closed November 23rd and 24th in observance of Thanksgiving, and the week of December 25th - January 1, 2018 in observance of Christmas and New Year.

New Business:

A. Review of Call for Candidates and Annual Meetings Postings- Ms. Lorente informed the BOD the Call for Candidates and the Candidate Form will be posted on the website November 15th thru November 28th. A call for candidates will also appear in the November newsletter. Completed forms from interested property owners are due to the POA office by November 29th. The Annual Meeting Agenda and proxies will be sent out in mid-December with the January invoices. The notice of the Annual Meeting will be posted on the website, in the November newsletter, and in the December newsletter.

B. Christmas Party- Ms. Lorente informed the BOD the Christmas Party will be held December 6th at the Club at Sonterra with the Evites being sent out November 14th.

C. Rock Borders on Islands- Mr. Silman motioned to have $10,000 approve rock borders on selected islands, Mr. Piland seconded; unanimously approved.

D. 2018 Budget- Item discussed during Budget and Finance report. No action taken.

The regular session was adjourned for Executive session at 4:25 pm. The meeting was called into executive session at 4:26 pm. The Board approved the 10/18/17 list be transferred to the attorney for action on 10/31/17. There was one foreclosure to be discussed, and the Board approved it to proceed to foreclosure. There were no write-offs. Executive session was adjourned at 4:38 pm, and regular session adjourned at 4:40 pm.

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association
Board of Directors
November 15, 2017 – 3:30PM
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

**Directors Present:**
Holly Boyette, Art Downey- Chairman, Jeff Graye, Michael King, John Kiser, Viki Melton, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards

**Directors Absent:**
Randall Hawkins

**Guests:**
Christina Gonzalez, Meg Lorente, Mike Thurman

**Call to Order:**
Mr. Downey called the meeting to order at 3:32 PM.

**Roll Call:**
A quorum was established at 3:33 PM.

**Adoption of Agenda:**
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

**Approval of October Meeting Minutes:**
Mr. Piland motioned to approve October meeting minutes; Mr. Kiser seconded, unanimously approved.

**Acceptance of October Financials:**
Mr. Silman motioned to accept the October 2017 Financials; Mr. Kiser seconded; unanimously approved.

**Committee Reports:**

A. **Aesthetics** – Mr. Kiser reported the upgrades to the Weather Station have been completed. Drip in beds adjusted to Monday, Wednesday and Friday to support newly planted Fall Flowers. Drip in turf run times have also been adjusted as a result of recent rainfall.

B. **Architectural Review** – Mr. Piland reported the log will be sent out, and he updated the BOD of current ongoing projects.

C. **Budget and Finance**- Mr. Graye informed the BOD Ms. Lorente will be added as a signer on POA bank accounts, and Ms. Gonzalez will be added to the Arrowhead bank accounts.

D. **Community Issues** – Mr. Downey reported there will be no District 9 meetings in November and December due to the Holidays.

E. **Neighborhood Representatives** – Ms. Melton reported the NRC meetings continue to grow, there will be no meetings held in December due to the Holidays, or in January due to the Annual Meeting. She updated the BOD on the 281 expansion.
Old Business:

A. Management Company LLC Report- Ms. Melton reported new software to update the Employee Handbook was approved. The 2018 Employee Health benefit options were discussed and a new plan was approved, which provides enhanced benefits at a reduced premium.

B. Change of Christmas Party Date- Ms. Melton informed the BOD the Christmas Party date has changed as to not interfere with the D9NA party. It will now be held on December 5th. She briefly reviewed the guest list with the Board.

New Business:

A. Health Insurance Update- Mr. Silman informed the BOD the renewal of the existing health policy would increase the premium a great deal. Ted Martin provided an alternative to join AGC of San Antonio with a 13.5% decrease and the policy will be effective for 13 months.

B. 2018 Budget Approval- Mr. Silman discussed and motioned to have the 2018 Stone Oak Budget approved, Mr. Rawley seconded; unanimously approved.

C. Meter Reading Software- Mr. King motioned to approve up to $15K to purchase new software and hardware to automate water meter readings and the resulting calculations of the meter readings required for analysis, Mr. Piland seconded; unanimously approved.

D. December BOD Meeting Date- Ms. Lorente and the BOD discussed if they would like to move the December BOD Meeting. No action taken.

The regular session was adjourned for Executive session at 4:31 pm. The meeting was called into executive session at 4:326 pm. The Board approved the 11/15/17 list be transferred to the attorney for action on 11/30/17. There were no foreclosure to be discussed. There were no write-offs. Executive session was adjourned at 4:40 pm, and regular session adjourned at 4:41 pm

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association  
Board of Directors  
December 20, 2017 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:  
Art Downey- Chairman, Jeff Graye, John Kiser, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards. Ronni Storey

Directors Absent:  
Holly Boyette, Randall Hawkins, Michael King, Viki Melton,

Guests:  
Christina Gonzalez, Mike Thurman

Call to Order:  
Mr. Downey called the meeting to order at 3:32 PM.

Introduction of New Director Ronni Storey

Roll Call:  
A quorum was established at 3:33 PM.

Adoption of Agenda:  
Mr. Downey inquired if anyone had any changes or additions to the agenda; Mr. Silman requested to add under New Business B, Contribution to the Maurico Family. Mr. Piland requested to add under New Business C, LLC Vacancy. Agenda adopted as amended.

Approval of November Meeting Minutes:  
Mr. Rawley motioned to approve November meeting minutes; Mr. Piland seconded, unanimously approved.

Acceptance of November Financials:  
Mr. Silman motioned to accept the November 2017 Financials; Mr. Kiser seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported drip in turf is turned off, the drip in beds have been scheduled on Monday, Wednesday, Friday twice a day for 10 minutes. The Broadcast treatment for fire ants is complete, and the foundation for the weather station, along with the hardware/software updates, have been completed. The work continues on irrigation revamp due to stoplight construction on Stone Oak Islands 37 and 38. New decoders are being installed as needed, and the updates will be applied to the “As Built” documentation.

B. Architectural Review – Mr. Piland reported the log will be sent out, and he updated the BOD of current ongoing projects.

C. Budget and Finance- Mr. Silman discussed the 2018 Budget.

D. Community Issues – Mr. Downey reported there will be no District 9 meetings in December. The next meeting will be held January 25th at the Stone Oak Methodist Hospital.

E. Neighborhood Representatives – Ms. Gonzalez reported the Christmas Party was a success and was well attended. Members of the NRC were also in attendance. No NRC meeting was held in December.
Old Business:

A. Management Company LLC Report- Mr. Silman reported new software to update the Employee Handbook was approved. The 2018 Employee Health benefit options were discussed and a new plan was approved, which provides enhanced benefits at a reduced premium.

New Business:

A. Convert Records to Digital- Mr. Silman motioned to amend the 2018 Budget to add a $10,000-line item for the conversion to digital files, Mr. Kiser seconded; unanimously approved.

B. Contribution to Mauricio Family- Mr. Silman discussed and motioned to make a donation of $1,000 to the Mauricio family in memory of long-time employee Israel Mauricio; Mr. Piland seconded; unanimously approved.

C. LLC Vacancy- Mr. Piland discussed the LLC vacancy and potential candidates. Mr. Kiser motioned to have Art Downey as interim LLC manager until the position has been filled. Mr. Piland seconded; unanimously approved.

The regular session was adjourned for Executive session at 4:45 pm. The meeting was called into executive session at 4:46 pm. The Board approved the 12/20/17 list be transferred to the attorney for action on 12/31/17. There were no foreclosures to be discussed. There were no write-offs. Executive session was adjourned at 4:52 pm, and regular session adjourned at 4:53 pm

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association  
Board of Directors  
January 17, 2018 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX  

Property Owners’ Forum

Directors Present:
Art Downey- Chairman, Jeff Graye, John Kiser, Viki Melton, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards.

Directors Absent:
Holly Boyette, Randall Hawkins, Ronni Storey

Guests:
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:35 PM.

Roll Call:
A quorum was established at 3:36 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; Mr. Silman requested to add under New Business C, in addition to Annual Meeting, The Appointment of Election Official. Agenda adopted as amended.

Approval of December Meeting Minutes:
Mr. Piland motioned to approve December meeting minutes; Mr. Kiser seconded, unanimously approved.

Acceptance of December Financials:
Mr. Graye motioned to accept the December 2017 Financials; Mr. Piland seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported the weather station has been installed on Stone Oak Parkway Island 21, boulders will be placed to prevent potential vehicle damage. The meter reading automation project will be ready for initial testing the week of 1/22/18. New decoders are being installed as needed, and the updates will be applied to the “As Built” documentation.

B. Architectural Review – Mr. Piland reported the log was sent out, and a new log will be started this month for the year.

C. Budget and Finance- Mr. Graye reported the 2018 Annual Finance Presentation was discussed. Mr. Silman will review the Finance slides later in the meeting.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held January 25th at the Stone Oak Methodist Hospital.

E. Neighborhood Representatives – Ms. Melton reported there was no NRC meeting held in December. The next meeting will be held February 14th.
Old Business:

A. Management Company LLC Report- Ms. Melton reported a CPR class will be offered to employees and Board Members.

New Business:

A. Compost Project 2018- Mr. Kiser motioned to approve $60,000 for the annual compost project, Mr. Silman seconded; unanimously approved.

B. Tree Trimming 2018- Mr. Kiser motioned to approve $25,000 for tree trimming, Mr. Rawley seconded; unanimously approved.

C. Annual Meeting- Ms. Lorente reviewed and discussed the proxies that have been sent out and the return deadline.
   
   a. Details- Ms. Lorente reminded Directors the Annual Meeting will be held at Independence Hill beginning at 7 p.m. on Wednesday, January 17, 2018, and the agenda was reviewed.
   
   b. Review of Finance Slides- Mr. Silman discussed and reviewed the finance presentation.
   
   c. Appointment of Election Official- Mr. Downey was appointed by the Board to oversee the collection of ballots and counting of votes.

D. Digital File Conversion- Mr. Silman motioned for $5,000 to begin digital scanning the file room, Mr. Piland seconded; unanimously approved.

The regular session was adjourned for Executive session at 5:14 pm. The meeting was called into executive session at 5:15 pm. The Board approved the 1/17/18 list be transferred to the attorney for action on 1/31/18. There were no foreclosures to be discussed. There was $487.15 in write-offs. Executive session was adjourned at 5:47pm, and regular session adjourned at 5:48 pm

APPROVED:

[Signatures]

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association  
Board of Directors  
February 21, 2018 – 3:30PM  
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:
Greg Barnes, Art Downey- Chairman, Jeff Graye, Randall Hawkins, John Kiser, Viki Melton, Ken Piland, Rick Rawley, Joe Silman, Scott Sowards, Ronni Storey

Directors Absent:

Guests:
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:30 PM.

Roll Call:
A quorum was established at 3:31 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

Approval of January Meeting Minutes:
Mr. Piland motioned to approve January meeting minutes; Mr. Kiser seconded, unanimously approved.

Approval of 2018 Annual Meeting Minutes:
Mr. Rawley motioned to approve the 2018 Annual meeting minutes; Mr. Piland seconded; unanimously approved.

Acceptance of January Financials:
Mr. Graye motioned to accept the January Financials; Mr. Rawley seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported a proposal has been accepted for the Composting project to begin once the turf weed treatment is complete. Scan tags will be placed on the water meters once determined if any meters can be removed. Three mainline leak repairs, along with repairs to stone edging on several islands, have all been completed.

B. Architectural Review – Mr. Piland reported the log was sent out, and discussed a potential new project on Evans Rd.

C. Budget and Finance- Mr. Graye informed the BOD the budget was discussed. The possibility of a 2017 audit will be discussed next month.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held February 28th at the Stone Oak Methodist Hospital. Mr. Downey informed the BOD there will be a meeting regarding the development of Classen Steubing Park on February 27th at the Parman Library.

E. Neighborhood Representatives – Ms. Melton reported the NRC meeting was well attended. The featured speaker was Albert Mora with Code Enforcement Training Officer of the Development Services Department, City of San Antonio.
Old Business:

A. Management Company LLC Report- Ms. Melton reported the CPR class will be held March 28th with two classes in the morning and one in the afternoon.

B. 2018 Annual Meeting Notes & Independence Hill Recognition- Mr. Piland motioned to move the 2019 annual meeting location to The Club at Sonterra to help accommodate all Stone Oak residents; Mr. Silman seconded; unanimously approved.

Mr. Piland motioned to donate $250 to Independence Hill’s resident activity fund in appreciation of their hosting the 2018 Annual Meeting; Mr. Kiser seconded; unanimously approved.

New Business:

A. Election of Officers- Mr. Rawley motioned to approve officers on the Board as they are serving in their current capacity. They are as follows:

President: Joe Silman  
Vice President: John Kiser  
Treasurer: Jeff Graye  
Secretary: Ken Piland

Mr. Hawkins seconded, unanimously approved.

B. Stone Edging- Mr. Kiser motioned to approve $6,000 for stone edging on islands. Mr. Rawley seconded; unanimously approved.

C. Curb & Sidewalk Cleaning- Mr. Silman motioned to allocate $10,000 to have sidewalks and curbs cleaned along Stone Oak Parkway; Mr. Rawley seconded; Mr. Piland abstained; motioned carried.

The regular session was adjourned for Executive session at 4:39 pm. The meeting was called into executive session at 4:40 pm. The Board approved the 2/21/18 list be transferred to the attorney for action on 2/28/18. There was one foreclosure to be discussed. It was approved to proceed. There was $705.10 in write-offs. Executive session was adjourned at 4:53 pm, and regular session adjourned at 4:53 pm.

APPROVED:

Joe Silman
President

Kenneth B. Piland
Secretary
Stone Oak Property Owners Association
Board of Directors
March 21, 2018 – 3:30PM
Held at 19210 Huebner Rd. San Antonio, TX

Property Owners’ Forum

Directors Present:
Greg Barnes, Art Downey- Chairman, Jeff Graye, John Kiser, Viki Melton, Ken Piland, Rick Rawley, Joe Silman, Ronni Storey

Directors Absent:
Randall Hawkins, Scott Sowards

Guests:
Christina Gonzalez, Meg Lorente, Mike Thurman

Call to Order:
Mr. Downey called the meeting to order at 3:32 PM.

Roll Call:
A quorum was established at 3:33 PM.

Adoption of Agenda:
Mr. Downey inquired if anyone had any changes or additions to the agenda; there were none.

Approval of February Meeting Minutes:
Mr. Rawley motioned to approve February meeting minutes; Mr. Graye seconded, unanimously approved.

Acceptance of February Financials:
Mr. Graye motioned to accept the February Financials; Mr. Rawley seconded; unanimously approved.

Committee Reports:

A. Aesthetics – Mr. Kiser reported, per SAWS request, adjustments are being made to the irrigation run times to help relieve peak usage times that affect water pressure. The Spring flower plantings and the monthly ping testing of the two wire system are scheduled for completion by March 30th. Mr. Kiser informed the BOD the water meter reading automation project is moving along. All meters now have a bar code “license plate” attached to our side of the meter and noted a few fine tuning items were addressed.

B. Architectural Review – Ms. Melton reported a solution is being discussed regarding bandit signs. In addition, weekend sign run hours have been extended temporarily.

C. Budget and Finance- Mr. Graye informed the BOD the budget was discussed.

D. Community Issues – Mr. Downey reported the next District 9 meeting will be held March 28th at the Stone Oak Methodist Hospital at 7 p.m. with the San Antonio River Authority providing a presentation. Mr. Downey informed the BOD there will be a public meeting regarding the development of Classen Steubing Park on March 27th at the Wayside Chapel beginning at 6:30 p.m.

E. Neighborhood Representatives – Ms. Melton reported the NRC meeting was well attended with several featured speakers. Pete Garza-US 281 Project Engineer, Scott Bishop- Stone Oak Via Park N Ride, Sandy Maudet- CPS Energy Rebate Program, and Colt Osburn with the District 9 Councilman Courage’s Office.
Old Business:

A. **Management Company LLC Report**- Ms. Melton informed the BOD the maintenance team has been reduced to three employees due to an employee going to work for Sonterra. There are no plans to replace him at this time.

B. **Curb and Sidewalk Power Washing**- Mr. Silman discussed how the cleaning will be executed. No action taken.

C. **Digital File Conversion**- Ms. Melton gave a brief update on the project. No action taken.

New Business:

A. **2017 Audit**- Mr. Silman motioned for up to $9,000 for the 2017 Audit, Mr. Rawley seconded; unanimously approved.

B. **Purchase of Annual Flowers**- Mr. Silman motioned to approve $8,500 for spring flowers and $10,000 for summer plantings, Mr. Rawley seconded; unanimously approved.

C. **Campaign Sign Policy**- Mr. Silman discussed political signs and locations that are approved. No action taken.

D. **Mulch Application**- Mr. Kiser motioned for $20,000 for material and labor for application of compost to flower beds in lieu of mulching, Mr. Graye seconded; unanimously approved.

The regular session was adjourned for Executive session at 4:35 pm. The meeting was called into executive session at 4:36 pm. The Board approved the 3/21/18 list be transferred to the attorney for action on 3/30/18. There were no foreclosures to be discussed. There were no write-offs. Executive session was adjourned at 4:39 pm, and regular session adjourned at 4:40 pm.

**APPROVED:**

Joe Silman
President

Kenneth B. Piland
Secretary