

CONSTITUTION AND BY-LAWS  
OF  
THE GARDENS OF OAK HOLLOW HOMEOWNERS ASSOCIATION

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CONSTITUTION

ARTICLE I

- Name:** The name of the Association shall be: The Gardens of Oak Hollow Homeowners Association, a nonprofit corporation.
- Place:** The place where the business of the Association is to be transacted shall be the Office of the Treasurer, P. O. Box 160381, San Antonio, Texas 78280.
- Duration:** Perpetual

ARTICLE III

**Aims and Objectives:** The purpose of the Association is to promote:

1. A sense of pride for the residents.
2. Promoting the image of the area.
3. Providing a forum for airing of grievance, and promoting the common good and general welfare.

ARTICLE IIIII

- Membership:** Any interested homeowner in the 81 residences in the confines of the Gardens of Oak Hollow area may become a member by attestation of support with the aims and objectives of the Association and by payment of annual dues.
- Dues:** Annual dues shall be determined by the BY-LAWS.

ARTICLE IV

- Government:** The Government of the Association shall be vested in a Board of Directors who shall be elected by the membership in such a manner as prescribed in the BY-LAWS.

ARTICLE V

- Meetings:** A general business meeting shall be held each 12 months. The time and place will be decided by the Board of Directors. The members of the Association will be notified by the Secretary concerning the meeting at least 30 days prior to such meeting.

ARTICLE VI

- Amendments:** This Constitution may be amended by a two-thirds vote of the members present at any General Business meeting, provided that a written notice of intention to amend, stating the nature of the amendment, has been sent to the membership at least 30 days prior to the time of the meeting.

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BY-LAWS

ARTICLE I

**Membership and Dues:**

1. Membership dues will be as follows (subject to change by two-thirds vote of members present at the annual general business meeting):
  - a. Homeowner (resident or nonresident): \$60.00 annually.
  - b. Lease/renter tenant: \$60.00 annually (paid by either tenant or nonresident owner).
2. Dues are payable on April 1 of each year.
3. Privilege of membership consist of:
  - a. Attending and participating in the meetings of the Association.
  - b. Attending and participating in any social function sponsored by the Association.
  - c. Appointment to committees as deemed necessary.

ARTICLE III

**Election of Executive Officers and Directors:**

1. **Election:**  
At each yearly general business meeting of the Association, the membership shall elect officers for the ensuing year. The tenure of office of all elected officers shall begin and end upon the adjournment of the general business meeting of the Association.  
  
**Executive Officers:** The Executive Officers shall consist of a President, Vice-President, Secretary, and Treasurer. Other Directors shall consist of at least one Director (Block Captain) appointed for each street as follows: Enfield Park, Shoal Run, Misty Creek, Shadow Park North, and Shadow Park South. All Executive Officers shall be elected annually.
2. **Requirements for Nominees:**  
All nominees for Officers of the Association must be paid-up members in good standing.
3. **Duties of Officers:**  
As may be assigned by the Board of Directors.
4. **Board of Directors:**  
The Board of Directors shall consist of the hereafter named Officers: President, Vice-President, Secretary, Treasurer and Block Captains. The president shall serve as Chairman of the Board. The Board of Directors shall:
  - a. Determine the operating policy of the Association,
  - b. Administer the finances of the Association,
  - c. Serve as trustee, having the care, custody and control of any and all equipment, real estate, and other property acquired or owned by the Association.

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**5. Quorum:**

For the transaction of the normal business of the Association, a quorum shall consist of a minimum of 5 members of the Board of Directors. For the purpose of constituting quorum for the transaction of business, any member of the Association who holds more than one office on the Board of Directors shall be limited to one vote.

**6. Vacancies in Elected Offices:**

Any vacancy, by resignation or otherwise, on the Board of Directors shall be filled by a member in good standing appointed by the Board until the next general business meeting of the Association.

**7. Meeting of the Directors:**

The Board of Directors shall meet at such periods as may be determined by the President of the Association, provided that all members of the Board of Directors are notified at least 7 days in advance of such meeting.

ARTICLE III

**Committees:**

1. The President shall appoint all committees. Committees shall have such duties and functions as may be assigned to them by the President to expedite the process of administration.
2. **Standing Committee:** The Membership Committee, composed of the Block Captains (Directors), whose duty it shall be to build up the membership of the Association.
3. Other committees may be named by the President from time to time at his own insistence for administrative purposes or that of the board, or at the insistence of a majority of the membership (present and voting) at any regular meeting of the Association.

ARTICLE IV

**Audit:**

An audit, as deemed necessary, of the finances of the Association shall be conducted by a committee of 3 individuals appointed by the President; however, an annual audit must be conducted. The report of the audit shall be presented to the members at the next general business meeting of the Association by the chairperson of the committee.

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ARTICLE V

**Rules of Order:**

Roberts "Rules of Order" (the latest edition) shall be recognized as the authority governing the meetings of the Association.

ARTICLE VI

**Dissolution:**

In the event of dissolution of the Association, same shall be carried out in accordance with the requirements and the provisions of the Texas Non-Profit Act, then in existence.

**RATIFIED** by a majority of the Board of Directors at its regular meeting held on the 13<sup>th</sup> day of March, 1994.

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President, Jim Ford

**ADOPTED** by a majority vote of the membership at the scheduled regular business meeting held on the 17<sup>th</sup> day of April, 1994.

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President, Jim Ford

**ATTEST:**

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Secretary, Lee Wilkins

**Board of Directors:**

**Vice-President, Glenda Varga**

**Treasurer, Mary Jo Quinn**

**Block Captains:**

**Jim & Karen Boenig - Enfield Park**

**Mel & Harriett Rankin - Enfield Park**

**Jim & Natalie Drexler - Misty Creek**

**Bill & Beth Buhl - Shadow Park N.**

**John & Beverly Flanagan - Shadow Park S.**

**Eddie & Elsyne Enloe - Shadow Park S.**

**Don & Mary Pruess - Shoal Run**

**Diane Thole - Shoal Run**

**Landscape Liaison:**

**Ray & Martha Laube**