

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

CONSTITUTION

ARTICLE I

Name: The name of the Association shall be the "Gardens of Oak Hollow Homeowners Association". The Association is a nonprofit corporation.

Place: The place where the business of the Association is to be transacted shall be the Gardens of Oak Hollow HOA, 12540 Misty Creek, San Antonio, Texas 78232.

ARTICLE II

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 community/neighborhood.
3. Promoting the common good and general welfare of the neighborhood.
4. Providing a forum for resolving grievances and issues within the neighborhood.

ARTICLE III

Membership: Any interested homeowner in the 81 residences in the confines of the Gardens of Oak Hollow may become a member by payment of annual dues. Annual dues shall be determined by the BY-LAWS.

ARTICLE IV

Government: The government of the Association shall be vested in a Board as prescribed in the BY-LAWS.

ARTICLE V

1. **General Association Meetings:** General Association Meetings comprised of the Board and the Association members, shall be held quarterly. The time and place will be decided by the Board. The members of the Association shall be notified of the time, place and draft agenda of the General Association meeting(s) by the Secretary at least two (2) weeks prior to the meeting.

2. **Board Meetings:** Board Meetings shall be held as needed and directed by the President of the Association. Board Meetings shall include the Officers and Block Captains. Attendees shall be notified of the meeting at least seven (7) days in advance of the Board Meeting. Members of the Design & Review Committee, Maintenance Committee and other established Committees will be invited to attend Board Meetings on an as needed basis. The purpose of the Board meetings shall be to prepare for the General Association Meetings, as well as, any proposed future Association projects or business.

ARTICLE VI

Amendments: This Constitution may be amended by a two-thirds (2/3) vote of the ballots received from members, provided a notice of the proposed amendment (including the current and proposed language stating the nature of the amendment) has been sent to the membership at least 30 days prior to the General Association Meeting where the ballots will be counted.

BY-LAWS

ARTICLE I

Membership and Dues:

1. Membership dues shall be in accordance with Attachment A to the By-Laws. Changes shall require a two-thirds (2/3) vote of the ballots submitted by members.
2. Dues are payable by April 1st of each year'
3. Privilege of membership consists of:
 - a. Attending and participating in General Association Meetings.
 - b. Attending and participating in any social function sponsored by the Association.
 - c. Appointment to committees as deemed necessary.
 - d. Voting on Association matters to include election of the Board Officers.

ARTICLE II

Election and Selection of Association Board Members:

1. At the March General Association Meeting (to be held between 15-31 March), the membership shall elect the Board Officers by majority vote for the ensuing year (1 April through 31 March). The tenure of office for all elected Board Officers shall be one (1) year unless elected for subsequent years.
 - a. **Board Officers:** The Board Officers shall consist of a President, Vice President, Treasurer, and Secretary.
 - b. **Other Association Board Membership:** Other members of the Association Board shall include the Block Captains. A Block Captain shall be appointed by the President for each street as follows: Enfield Park East, Enfield Park West, Shoal Run, Misty Creek, Shadow Park North, and Shadow Park South.
2. **Requirements for Board Officers and Block Captains:** All Board Officers and Block Captains shall be paid up members in good standing.
3. **Duties of Officers:**
As may be assigned by the Board.

4. Association Board:

The Gardens of Oak Hollow Homeowner Association Board Officers shall consist of the four (4) Officers and six (6) Block Captains. The President shall serve as the Chair of the Association Board. The Association Board Officers 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.

5. Quorum:

For the transaction of the Board meetings/business of the Association, a quorum shall consist of a minimum of three (3) Board Officers and four (4) or more Block Captains. Vote decisions shall be by majority vote.

NOTE: A member may only hold the one (1) position on the Board; Officer or Block Captain. A member may not hold more than one (1) position on the Board.

For the transaction of the General Association Meeting business, a quorum shall consist of a minimum of three (3) Board Officers and four or more Block Captains. Vote decisions shall be by majority vote of the members in attendance at the General Association Meeting.

NOTE: For decisions/votes made by ballot:

- Ballot decisions shall be by majority unless specifically stated otherwise.
- Ballots are only valid for households/residences in good standing/dues paid in full.
- Each residence/household in good standing/paid in full shall be allotted one (1) vote.

6. Vacancies of Elected Offices:

Any vacancy of the Board, by resignation or otherwise, shall be filled by a member in good standing who is appointed by the members of the Board until the next General Association 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 facilitate the process of administration.

2. Standing Committees:

a. Maintenance Committee: The Maintenance Committee shall oversee the maintenance of the Gardens of Oak Hollow common areas.

b. Design & Review Committee: The Design & Review Committee shall uphold the Garden of Oak Hollow Deeds and Covenants for proposed modifications, revisions and additions to residential properties which differ from the Deeds and Covenants. Residents shall submit a "Design Review Application" for review and acceptance for

any proposed modification, revision and addition to their residential property which differs from the Deeds and Covenants.

3. Other committees may be named/formed by the President from time to time to serve the Association or at the request of a majority of the Association membership (present and voting) at any of the General Association Meetings.

ARTICLE IV

Audit:

An audit, as deemed necessary, of the Association finances shall be conducted by a committee of three (3) individuals appointed by the President; however, an annual audit must be conducted. The report of the audit shall be presented to the Association members at the next General Association Meeting.

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 the dissolution of the Gardens of Oak Hollow Homeowners Association, the dissolution shall be carried out in accordance with the requirements and the provisions of the Texas Business Organization Code (BOC), then in existence.

RATIFIED by a majority of the Board at its regular meeting held on the 18th day of March, 2026.


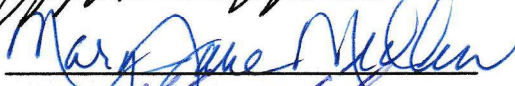



President, Christopher Blaine Adams

ATTEST:
Vice-President, Bart Baker _____

Treasurer, Mary Jane Medlin _____

Secretary, Robert F. Gargiulo _____

Block Captains:

Enfield Park East – Frances Menjivar

Enfield Park West – Judy Hinnant

Shoal Run – Terry Hill

Misty Creek – Donna Fritsch

Shadow Park South – Barbara "Birdie" Bird

Shadow Park North – Gordon Chace

Attachment A.

Gardens of Oak Hollow Homeowners Association - Constitution and By-Laws

1. Gardens of Oak Hollow Homeowner Association dues shall be **\$175.00** for each residential home electing to be a member of the Association. Dues may be paid by the homeowner, the property owner (for rental properties) or the renter.
2. The dues amount are subject to change by a two-thirds (2/3) vote of the paying Association members.
3. Dues are payable by April 1st of each year for the 1 April to 31 March year.

Effective 03/18/2026.

Officers:



President, Christopher Blaine Adams



Vice-President, Bart Baker



Treasurer, Mary Jane Medlin

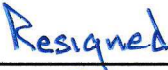


Secretary, Robert F. Gargiulo

Block Captains:



Frances Menjivar - Enfield Park East



Judy Hinnant - Enfield Park West




Terry Hill - Shoal Run



Donna Fritsch - Misty Creek



Barbara Bird - Shadow Park South



Gordon Chace - Shadow Park North