**SIERRA HEIGHTS HOMEOWNER’S ASSOCIATION**

**MINUTES** **OF 2023 SPECIAL MEMBERSHIP MEETING (VIA ZOOM)**

**DECEMBER 13, 2023**

**6:30 PM**

1. CALL TO ORDER – Troy Knickerbocker, President
   1. Call to order at 6:35 pm.
   2. It was announced that we had received 14 proxies and with the 10 members present on the zoom call, a total of 24, which exceeds the 10% of members (17) needed to have a quorum.
   3. Welcome and introduction of current board members.
   4. Current board members present: Troy Knickerbocker, Rocky Valdes, and Mary Kelly.
   5. Committee member present: Klaus and Lee Bartels.
   6. Klaus asked other SHHOA members present on the zoom call to introduce themselves and state their addresses. They were as follows:

* Andrea and Ross Stilley (6718 Morning Shadow Lane)
* Chad Skeeters (6615 Arbor Meadow)
* John Schrock (6611 Arbor Meadow)
* Dean Bibles (19714 La Sierra)
* Frank Chen (19927 Wittenburg)
* Amin Tohmaz (18819 Real Ridge)

1. NEW BUSINES/BACKGROUND
   1. Troy gave background on the reason for the special membership meeting. He stated that Lutheran High School (LHS) in Crownridge was allowed to use our tennis courts in spring 2023 for a couple of weeks to practice before regional tennis play-offs. They requested use of the SHHOA courts because the practice courts they usually used were not available.
   2. Troy stated that LHS asked to use our facilities again this spring due to their proximity and that there is never a guarantee public courts will be available for them to practice on.
   3. Troy said LHS has requested use of the tennis courts for about six weeks in February and March from Monday through Thursday, 3:45 to 5:00 pm, a period of 75 minutes. Klaus stated that he does not expect any conflict with members during this time as these days/times are when most people are at work or school. However, LHS stated they would vacate one of the two tennis courts if a member wanted to use a court at the same time.
   4. Troy and Klaus proceeded to explain why we came up with the new Guest Pass policy which would be incorporated as an amendment to the SHHOA Bylaws. As stated in the proposed amendment (attached), a Guest Pass would not be available to those “eligible” for SHHOA membership. It could be issued to someone that works or lives in Crownridge North, but does not own property here. Anyone desiring a Guest Pass would have to apply to the SHHOA Board of Directors for approval/disapproval. Guest Passes would be issued on a case-by-case basis and would provide access for a temporary period at a fee set by the SHHOA Board. Anyone issued a Guest Pass would have to have an SHHOA member as a sponsor and would have to abide by SHHOA facility use rules.
   5. Mary stated that Robert Marbut’s stepson attends LHS and Robert has offered to pay the school’s guest pass fee this coming spring. Robert would be the SHHOA member sponsor.
   6. Klaus stated that if someone, for example, working at the Montessori School or other Crownridge organization wanted to use any of the SHHOA facilities for a temporary period (a few weeks or months), they could also apply for a Guest Pass. Klaus clarified that anyone issued a Guest Pass would not be an SHHOA member, but guests under the Guests Pass policy.
   7. Troy said that one facility key would be issued to the LHS tennis coach, who would be responsible for the tennis team’s use of the courts and following SHHOA facility use rules. LHS would be liable for any injuries and damage to SHHOA equipment/facilities.
2. MEMBER’S DISCUSSION FORUM

Troy opened up the floor to any questions/comments from the members.

* Andrea Stilley- concerned that LHS may hold tournaments at the courts. The SHHOA Board stated that no tournaments would be held at the SHHOA courts, practices only. Andrea stated that the tennis professional, Josh Horn, charges money for lessons and how is it different in Josh taking a guest there and the LHS tennis team using the courts? Klaus said Josh Horn is a longtime SHHOA member, so he is allowed to teach others as guests. Andrea thought that Josh Horn doesn’t own the home he lives in. Whether that is true or not, the Board said that long term renters are allowed to purchase a membership. Andrea said she didn’t understand the difference in Josh taking different people there to teach and charge money and this guest membership. Mary stated that it is the same as her taking her daughter/granddaughter to the pool as her guest vs. getting a Guest Pass because she is an SHHOA member and does not need a Guest Pass. The LHS coach, who would be issued the Guest Pass, is not an SHHOA member and is not eligible to become a member.
* Dean Bibles said he liked the idea but was concerned with AirBnB’s using the facilities. Klaus stated that there is one volunteer member that has AirBnB renters using her house, but we haven’t had any significant problems with the renters using our facilities as the member’s guests.
* Klaus stated that having a Guest Pass option would also be a new way to raise revenue for SHHOA.
* Chad asked if we would make this public and what the fees would be. Troy stated that the Board had determined that $50/month would be a fair price for LHS use of the tennis courts. Also, the Board has no plans to publicize the Guest Pass feature. Chad also wanted to know if the Guest Pass would let a person who doesn’t live here become an SHHOA member. Chad stated that the coach doesn’t live here. Klaus stated that anyone eligible to become an SHHOA member (i.e., residential property owners in Crownridge North subdivisions such as the Heights, Las Ventanas, Walden Meadows, Walden Heights, La Sierra) cannot be issued a Guest Pass. However, those that work in Crownridge North could be issued a Guest Pass, such as the LHS tennis coach.
* Andrea asked if the application would be on a case-by-case and a majority vote. Troy said yes to both.

1. Chad called for a vote on the proposed amendment to the SHHOA Bylaws to include a Guest Pass feature. Dean seconded the motion. Klaus put a poll up on the screen for those at the Zoom meeting to vote. The results of the voting, including 14 proxy/ballots that were submitted, was 19 for the amendment and two (2) against the amendment. As such, the proposed amendment to the SHHOA Bylaws was passed since the votes for the amendment (90.5%) exceeded the two-thirds (66.7%) required to amend the Bylaws.
2. ACTION ITEMS

The amendment must be signed by the Board of Directors, then submitted and recorded in Bexar County records.

1. Troy adjourned the zoom meeting at 7:20 pm

Mary Kelly

Treasurer

Sierra Heights HOA

3 Attachments

Meeting Agenda

Proposed First Amendment to SHHOA Bylaws (Guest Pass Policy)

Restatement of SHHOA Bylaws – May 2022