

# Minutes of Special Board of Directors Meeting San Geronimo Airpark Property Owners Association

Approved at November 15, 2021 Meeting

---

**Location:** San Geronimo Airpark EAA Building

**Date:** 11/06/2021

**Time:** 2:00 PM

---

The Special Meeting of the Board of Directors was called to order on November 6, 2021 at 2:00PM by association President Thomas Rich.

The following members of the board were present: Thomas Rich, Ronald O’Dea, Donald Woodham, Jake White, and Larry Tschirhart, which constitutes all the members of the Board of Directors. Association President, Thomas Rich, presided over the meeting and Secretary, Larry Tschirhart, recorded the meeting minutes. There were approximately 25 members of the association present to observe the meeting.

A quorum of directors was established, Robert's Rules of Order [Newly Revised 12th Edition] was invoked for the meeting without objection.

On motion made by Larry Tschirhart, and seconded, Agenda Item 9 – Ratification of July 1 Assessment Increase was removed from the agenda for this meeting. On motion made by Jake White and seconded, the remaining agenda for this Special Meeting of the Board of Directors was adopted, a copy which is attached hereto.

On motion made and seconded, minutes of the prior Board Meeting held August 21, 2021, which were provided to the Board members in advance of this meeting, were approved as submitted.

Larry Tschirhart, Secretary, orally delivered a report on actions taken by the Board since the prior Board Meeting. Upon motion made by Jake White, and seconded by Donald Woodham, the report was accepted as given and ordered entered into the minutes of this meeting. The report incorporated into these minutes is attached hereto.

There followed a member’s forum, during which five association members addressed the Board. Association member Lew Mason presented a petition to the Board regarding Lot 67, after which Director Larry Tschirhart asked the Board to accept the petition without objection. Without objections being voiced, the Petition was accepted by the Board.

Upon motion made by Jake White, and seconded by Donald Woodham, the proposed Amended and Restated Bylaws for the Association, as previously provided to the Board and Association members, was discussed and adopted by vote of the Board. The final adopted bylaws are attached hereto.

Upon motion made by Larry Tschirhart, and seconded by Donald Woodham, the proposed Records Retention, Copying, and Production Policy, as previously provided to the Board, was discussed and adopted by vote of the Board, and is attached hereto.

Upon motion made by Jake White, and seconded by Ronald O’Dea, the proposed 2021 Amended Budget was discussed and adopted by vote of the Board, and is attached hereto.

Upon motion made by Jake White, and seconded by Ronald O’Dea, the proposed 2022 Budget was discussed and adopted by vote of the Board, and is attached hereto.

Upon motion made by Larry Tschirhart, and seconded by Donald Woodham, the Board, without objection, adopted the January 2022 semi-annual assessment at \$300, no increase from the July 2021 semi-annual assessment.

Upon motion made by Ronald O’Dea, and seconded by Jake White, the Board opened discussion on an apparent failure of a property owner to submit construction plans prior to undertaking construction in violation of paragraph 8 of the subdivision Declarations. Upon motion made by Larry Tschirhart, and seconded, the Board postpones action pending further information and advice from the Association’s legal counsel.

Upon motion made by Larry Tschirhart, and seconded by Jake White, the Board voted unanimously to amend the agenda to add an agenda item to consider Donald Woodham’s proposal to authorize Association’s accountant to handle collection of semi-annual assessments, at a cost of \$75 for each semi-annual assessment to relieve the burden on Association volunteers. Upon motion made by Director Larry Tschirhart, and seconded by Ronald O’Dea, the Board adopted the proposal without objection.

The President then addressed the Board and Association members in attendance.

Upon motion made by Donald Woodham, and seconded by Jake White, the meeting was adjourned at 3:05 PM.



---

Larry S. Tschirhart, Secretary  
San Geronimo Airpark Property Owners Association

# Report of Board Actions Taken Without Meeting

November 6, 2021

## Special Meeting of the Board of Directors

Texas Property Code Section 209.0051 permits the board to take certain actions outside of a meeting, including voting by electronic or telephonic means, without prior notice to owners, if each board member is given a reasonable opportunity to express the board member's opinion to all other board members and to vote. The law also requires any such actions be reported orally and entered into the minutes of the next board meeting.

Board acts taken without meeting since last Board Meeting Aug 21, 2021

1. Without meeting, the board approved by email vote an emergency expenditure of \$501.61 for repair to damaged electrical grounding at Ops building possibly damaged by electrical storm.
2. Without meeting, the board voted by email to establish an Architectural Control Committee as required by Texas law, and appointed Jerry Jackson as chair, and Jarred Buckler and Craig Geron as committee members.
3. Without meeting, the board agreed via email vote to purchase a laptop computer and cellphone, totaling \$1,200, both to be used exclusively for Association business.
4. Without meeting, 4 members of the board of directors, Larry Tschirhart not participating, voted by email to authorize the POA attorney to enter a "joint defense agreement" with Larry Tschirhart's lawyer so both attorneys can coordinate defense of the Association and directors. Mr. Tschirhart has retained his own attorney at his own expense so this will not cost the association any extra funds.
5. Without meeting, the board voted by email to have the POA attorney send a cease and desist warning letter to the owner of Lot 67 in due to the installation of a section of plastic runoff barrier which might indicate construction preparations.
6. As required by law, the board provided POA records in response to a request by those persons suing the POA five years of records including meeting minutes, tax returns, financial records, bank statements, records of votes of the board, and amendments of the bylaws and deed restrictions.



---

Larry Tschirhart

Secretary

San Geronimo Airpark Property Owners Association