

WESTERN BEXAR COUNTY COMMUNITY ALLIANCE INCORPORATED CHARTER

I. Purpose

The Western Bexar County Community Alliance Incorporated (WBCCA Inc.) is a not-for-profit 501(c)4 organization that focuses on advancing the interests of the individual homeowners and associations of unincorporated areas of western Bexar County in their quest for a safer, cleaner, and more enjoyable place to live and raise families. These quality-of-life concerns are first and foremost in everything the alliance does. WBCCA Inc. is an a-political, non-partisan association whose prime philosophy is pro-active involvement with Home Owner Associations (HOA), residents, the Bexar County Judge and Commissioners Court, City of San Antonio (COSA), state officials, and the area's public service providers to proactively address issues such as zoning, annexation by cities, development, schools, traffic flow and safety that currently or potentially affect WBCCA Inc. neighborhoods and their residents. The alliance sponsors HOA and resident educational and informational forums to improve the quality of life and to improve HOA services and management. Homeowner associations, businesses, and individual home owners are invited to attend alliance meetings and join the alliance.

II. Membership

A. Membership is open to any neighborhoods, businesses, associations, or individuals living or located in the areas of western Bexar County generally bounded by US 90 on the south, the Bexar County/Medina County line on the west, SH 1604 on the east and State Highway 471 (Culebra Road) on the north. The basic test for membership is that the area in western Bexar County. Since, neighborhoods in this area take many forms, there are multiple levels of membership that take a variety of forms. There are HOAs that are controlled by its residents, there are HOAs that are not yet controlled by its residents, there are neighborhood groups that have no recognized homeowner group, there are individuals who lack any bond other than the fact that they are concerned about the growth and development in the western Bexar County area, and there are businesses in the area that share the same concern. Thus, membership may take the following forms:

1. HOA Membership. These members consist of neighborhood HOAs that are financed through deeded assessments to its residents. These HOAs typically elect their officers from their residents and have complete control over the manner in which these assessments are spent. (\$5.00 per home per year)

2. HOA Groups. These members consist of neighborhoods that are also financed through deeded assessments to its residents. These HOAs typically are controlled by builders who have the majority voting control over the manner in which their assessments are spent. At some point in time these HOA groups will become full HOA members. These groups have members, collect dues, and have rules that govern how these monies are spent. (\$5.00 per home per year)

3. Neighborhood Associations. These members are bound by a common area and lack the ability to assess homeowners through deeded assessments. The groups have members, collect dues, and have rules that govern how these dues are spent. (\$5.00 per home per year)

4. Individuals. These members are residents of the area and lack any bond other than the fact that they are concerned about the growth and development in the western Bexar County Area. (\$5.00 per home per year)

5. Businesses. There are also commercial establishments located in the area that share the concerns of its residents and customers.

B. Fund Expenditures: All alliance expenditures for programs and endeavors will be approved by a vote of the board at a regular meeting, a specially called meeting, or via e-mail with the board's decision ratified at the next scheduled or specially called meeting.

C. Composition: The board shall consist of nine (9) executive members. Board members will constitute a cross-section of the WBCCA Inc. community with special emphasis on members of the HOA boards within the area.

D. Term: A term of membership shall last for 1 year. Terms will begin upon election at the annual meeting.

III. Organizational Structure

A. Officers: The board will have a President, Vice President, Secretary, Treasurer and five members at large who are elected for one-year terms by the membership at the alliance's annual meeting held on the first Wednesday of February of each year. The board may appoint an Education Coordinator, Legislative Coordinator, Communications Coordinator and other such coordinators as may be desired. Duties:

1. President. The president will preside over meetings, execute contracts and orders, has general charge of the day to day administration of the alliance, and has authority to order specific actions in furtherance of the board's policies.

2. Vice President. The vice president is vested with all the powers which are required to perform the duties of the alliance president in the president's absence and may assume such additional duties as needed. The vice president will serve as the liaison with other interested groups in the alliance area who have not joined the alliance.

3. Secretary. The secretary is responsible for keeping and maintaining a record of all meetings of the board and the membership and is the custodian for most of the official records of the association. The secretary acts as the custodian for the minutes and other official records of the alliance and is responsible for ensuring access to those records by the members of the alliance and their authorized representatives.

4. Treasurer. The treasurer is the custodian of the funds, securities, and financial records of the alliance. All expenditure of funds will require two signatures; the treasurer's and either the president's or the vice-president's in the president's absence. Prior to any dispersals of WBCCA Inc. funds, two board members must sign an invoice or authorized expenditure memo. The board of directors will solicit alliance members to form an audit committee to conduct an audit of the alliance's funds by 25 January of each calendar year. The audit committee will report their results to the membership by 1 February of each calendar year for the preceding year.

5. Education Coordinator. One member at large will be designated as the education coordinator and will be responsible for quarterly education events to provide the WBCCA Inc.'s residents with meaningful information to improve their quality of life as well as information that may improve the overall knowledge of HOA board members and managers. The education coordinator may request an assistant education coordinator be appointed to support the effort.

6. Legislative Coordinator. One member at large will be designated as the legislative coordinator. This member will interact with the county and state representatives and organizations to educate the WBCCA Inc. membership on issues that will affect the area. This function may be divided into distinct jurisdictional responsibilities (i.e., one member to interact with commissioner's court, City of San Antonio (COSA) council and committees, one member to interact with infrastructure organizations such as TxDOT, SAWS, etc.) The coordinator may request the board authorize and appoint one or more assistants or develop a committee/committees to manage efforts on a case-by-case basis for a specified period of time.

7. Communications Coordinator. One member at large will be designated as the communications coordinator. This member will develop, edit, organize, publish, and issue or otherwise communicate activities and results of the WBCCA Inc. actions to the membership and to the community. They may be asked to write and edit press releases and/or official alliance letters and/or memos. The coordinator may request the board authorize and appoint one or more assistants or develop a committee/committees to manage efforts on a case-by-case basis for a specified period of time.

B. Members at large: Members at large are voting members of the board and perform duties as assigned.

C. Board vacancies: The board may appoint an interim member to complete the term of office of any officer who is dismissed, resigns or is unable to fulfill their term.

IV. Procedural Rules

A. The first order of business of the alliance will be to elect a temporary chairman whose sole function will be to entertain motions to elect the president described previously. Upon election of the president, the office of temporary chairman will no longer exist. The election of the other permanent officers in order will then take place.

B. The first order of business of the newly elected board will be to discuss and adopt this charter.

C. By-Laws: The board will draft and adopt a set of written by-laws at the organizational meeting of the board as soon as the charter has been approved. The by-laws will govern board operations.

D. Meetings:

1. Association meetings will be held at a minimum of quarterly at a time and place to be determined by the board of directors and announced at least 2 weeks in advance through the member HOAs, social media sites, and an e-mail to members who have provided their e-mail address to the alliance's secretary.

2. Committee meetings and educational presentations may be scheduled as determined by the board of directors and will be announced in the same manner as board meetings.

E. Minutes: Minutes of each meeting will be kept. Draft copies will be emailed to the board within 2 weeks after a meeting.

F. Recommendations and Reports: Board recommendations and reports will be submitted in writing to the board. Documents will include both suggested actions and justification for suggestions. The board will respond/react to such recommendations/reports in writing.

G. Budget: The board will develop an annual budget to be presented to the membership for approval at the annual meeting.


H. Dismissal: Elected officers who are absent without reasonable cause (unexcused) as determined by the other elected officers from three successive meetings will be considered to have resigned their seat.

I. Filling a Board Vacancy. The board may appoint an interim member to complete the term of office of any officer who is dismissed or resigns.

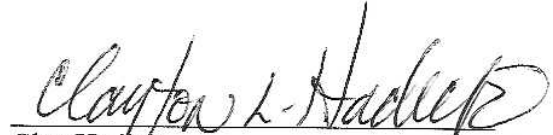
J. Alliance Disestablishment: The alliance may be disestablished if the currently elected members of the board determine it no longer meets the community's needs. A simple majority vote for disestablishment at either the annual meeting or a specially called meeting, announced to all members with at least 2 weeks notification, will cause the board of directors to take action to disestablish the WBCCA Inc. Any remaining funds will be proportionately refunded to the participating HOAs or businesses.

K. Public Announcements: While members are expected and encouraged to discuss the instructional program within the community, members shall not report opinions expressed in meetings, nor shall they report independently on board actions.

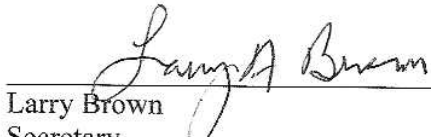
As presented and approved on 13 June 2018, by unanimous vote of the Executive Board



Tom Hirte
President



Clay Hadick
Vice President



Larry Brown
Secretary



Allen Currier
Treasurer

Mike Mouser
Member at large



A. J. Harrison
Member at large



Member at large

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Member at large

Member at large

