

SHAVANO OAKS COMMUNIQUE

February 2008

Board Actions

The next board meeting will be the first quarterly meeting on 20 March, 2008 at 6:30 PM. The first half hour of the meeting is reserved for member's comments.

Work Request System Reminder:

A Work Order Box and forms are in place. The black box containing the forms is located at the back of the clubhouse near the bulletin board.

As a reminder, the procedures is as follows:

1. The requester will complete the form and keep a carbon copy. The original will be placed in the box labeled "Work Orders".
2. Kyse and Associates maintenance staff will collect the forms twice a week.
3. The work will be scheduled. The requester will only be contacted if more information needs to be exchanged.

Emergency work requests will still be handled by directly contacting either a board member or Kyse and Associates. In this circumstance, no work order will be required.

Garbage Receptacles Reminder:

Please show consideration for your neighbors and the appearance of the community by putting your trash receptacles **away** following trash pick up.

SOHA Board of Directors Elections:

Elections were held during the annual meeting. Results of the election are:

- Jane Wirtz - President
- Chris Varley - Vice President (new board member)
- Noel Osborn - Treasurer
- Mike Gehri - Secretary
- Mike Settles - Member at Large

Shavano Oaks Website – Just a reminder that contacts and other information are contained on the Website - <http://www.shavanooakstownhomes.com/>

Newsletter:

Items for the publication in this newsletter should be submitted by email to mmgehri@aol.com, or by bringing a note to 14102 Burlwood (Mike Gehri) or by calling 492-7074.

Requests/Concerns – Shavano Oaks residents should communicate **ALL** requests and concerns to the KYSE Management Company and KYSE Management Company will communicate the decision.

Oscar Gordon; KYSE & Associates Management Co., Inc. o.gordon.kyse@sbcglobal.net
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Linda Loudon; Office Manager l.loudon.kyse@sbcglobal.net
Phone - (210) 344-2222 FAX - (210) 692-1470

Board of Directors

Jane Wirtz	President	493-9332
Chris Varley	Vice President	764-1243
Mike Gehri	Secretary	492-7074
Noel Osborn	Treasurer	493-1711
Mike Settles	Member	479-1751