PI2-20140218215-2

RESOLUTION OF THE BOARD OF DIRECTORS OF VILLAS AT REDLAND RANCH ASSOCIATION REGARDING RECORDS RETENTION POLICY

STATE OF TEXAS §
§ KNOWN ALL MEN BY THESE PRESENTS:
COUNTY OF BEXAR §

Pursuant to Section 209.005(m), Texas Property Code, Villas At Redland Ranch Owners Association, acting through its Board of Directors, has adopted the following records retention policy, to-wit:

(1) the certificate of formation (formerly known as articles of incorporation), bylaws, restrictive covenants, and all amendments to the certificate of formation, bylaws and covenants shall be retained permanently;

(2) financial books and records shall be retained for seven years;

(3) account records of current owners shall be retained for five years;

(4) contracts with a term of one year or more shall be retained for four years after the expiration of the contract term;

(5) minutes of meetings of the owners and the board shall be retained for seven years; and

(6) tax returns and audit records shall be retained for seven years.

(7) emails are not stored or saved electronically by Board Members, Committee Members, or anyone associated with the Association, including the Management Company. In the event that any communication is kept that started as an email, it will be printed and kept with the subject it involves. Emails are not kept as a practice and they are printed as necessary. In the event that an email is printed it may only contain the final decision or request, and not all pages of communication.

By their signatures below the President and the Secretary of the Association certify that the foregoing was approved by the Board of Directors of the Association at a duly-called meeting of the Board of Directors at which a quorum of Directors was present, or by signed, unanimous written consent in lieu of a meeting.

Thus executed this 5 day of December, 2014.

VILLAS AT REDLAND RANCH ASSOCIATION

By: _____
Virgil Powell, President

ATTEST:

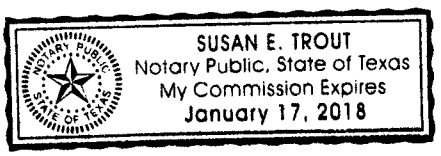
By: _____
Wayne Poulin, Secretary

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STATE OF TEXAS §
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COUNTY OF BEXAR §

I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by Virgil Powell, President, Villas At Redland Ranch Owners Association, on the date of execution set forth above.

Susan E Trout
Notary Public, State of Texas

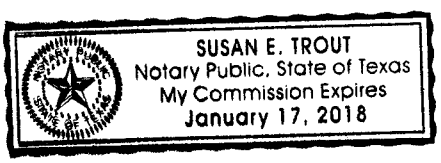


STATE OF TEXAS §
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COUNTY OF BEXAR §

I hereby certify that the foregoing instrument was acknowledged before me, the undersigned Notary, by Wayne Poulin, Secretary, Villas At Redland Ranch Owners Association, on the date of execution set forth above.

Susan E Trout
Notary Public, State of Texas

AFTER RECORDING RETURN TO:
Villas At Redland Ranch Owners Association
6391 De Zavala Rd., Suite 223 D
San Antonio, TX 78249



Any provision herein which restricts the sale, or use of the described real property because of race is invalid and unenforceable under Federal law
STATE OF TEXAS, COUNTY OF BEXAR
I hereby Certify that this Instrument was FILED in File Number Sequence on this date and at the time stamped hereon by me and was duly RECORDED in the Official Public Record of Real Property of Bexar County, Texas on:

DEC 19 2014

COUNTY CLERK BEXAR COUNTY, TEXAS

Doc# 20140218215 Fees: $30.00
12/19/2014 2:54PM # Pages 2
Filed & Recorded in the Official
Public Records of BEXAR COUNTY
GERARD C. RICKHOFF COUNTY CLERK