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**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC. HELD ON WEDNESDAY, OCTOBER 27, 2021 AT 3:00 P.M.**

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**DIRECTORS PRESENT**

Dallas Smith, Vice-President  
Connie Harry, Treasurer  
Billy Potter, Director  
Bernie Bouman, Director  
Sandra Talley, Secretary  
Don Smith, Director

**DIRECTORS ABSENT**

Merlin Mohr, President

**IN ATTENDANCE**

9 Homeowners were in attendance.  
Shannon Boogades, Community Manager, Inframark  
Carolina Garcia, Administrative Assistant, Inframark

**CALL TO ORDER**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 3:00 PM by Dallas Smith, Vice President, Shannon Boogades and Carolina Garcia recorded minutes.

**CONSIDERATION MINUTES**

Upon a motion duly made and seconded the September 22, 2021 Regular Meeting Minutes were approved as presented.

**CONFIRMATION OF ELECTRONIC VOTING**

Dallas Smith briefly discussed the following email votes. Each has motion made; seconded and motion passed.

- Email vote for 2021-2022 HOA Insurance Payment
- Email vote for change November HOA Board Meeting Date
- Email vote for Miller Pool maintenance contract
- Email vote for Cox CPA 3 years Audit and tax service contract

**PRESIDENT'S REPORT**

- None

**OPEN COMMENTS BY BOARD MEMBERS**

- N/A

## TREASURER'S REPORT

- The Operating Fund as of September 30, 2021 was \$326,519.77. This balance is \$20,518.39 lower than September balance. There have been some maintenance and repairs expenses in October including electrical and plumbing which were unplanned

The balance of the Operating Fund may fluctuate from month based on expenses and income during the month. Home sales remain very high for the year which benefits our income thorough capitalization fee collected.

- The Reserve Fund balance was \$1,262,852.71. This is up slightly from September by \$10,823.20. Next month will reflect considerable expenses to reserves for the completion of the pool restoration.

Connie Harry moved that the Board accept the September 2021 financial statements as prepared by Inframark. Motion seconded; motion passed.

## MANAGING AGENT'S REPORT

- The roof inspection has been completed last Monday morning with Fallow. Fallow was asked if they would provide us with a bid to repair the urgent items and a bid to do a total replacement. I should have this by next week. Since this bid is over the 50K limit I am waiting for other bids. The vendor who has worked on our roof before has not been responsive.
- The guard shack stucco has been completed as have the columns at the front entrance (near the gate). The monument has also been leveled.
- Our air-conditioning company did their preventative maintenance recently. While the tech was up in the attic, he was asked to look at the return grills in the ballroom. The covers have rust on them and need replaced/repainted, but no mold or mildew was found. I will add this to our to-do list.
- Wanted to advise that Promaxima serviced our new Treadmill, and a part seems to have a bad lift motor. The part is under warranty and has been ordered for replacement. UPDATE: This has been completed.
- The concrete fence inspection has been completed. Our project manager was on-site and made many notes and conversed with the inspector from FenceCrete. The inspector has been with FenceCrete for 37 years and likely put the original fence in back in the day. A bid is forthcoming although I do not have a specific timeline at this point.
- All Mailboxes in the community have been pressure cleaned and some painting has been completed. Pending purchase of more paint.
- We have 3 women's toilets that have areas that are leaking. The drinking fountain was also faulty. Blake fixed a leaking sink without the use of the plumber. All concerns have been addressed and completed.
- We changed the chains that hold the signs leaving the property. (not a 4 way stop).
- Ordered 2 more barrier arms because PPD ran over one and smashed one end. We have also ordered more bolts for the arms as the ones we have are getting worn.
- Received payment for one of the barrier arms from Tru-Green.
- Fountain was reported as not working; the breaker is tripping. Requested a bid for the breaker to be re-wired.

## COMMITTEE REPORTS

- Architectural Committee – Ruth Southard- Recommendation from Committee to add Ron Gerlach and Ed Barlow to the committee. Motion made; seconded and motion passed.
- Awards Committee – Sandra Bornstein – None Available.
- Clubhouse Committee – Cindy Dutschke – Recommendation from Committee to add “Von” Von Bergen to Clubhouse Committee. Motion made; seconded and motion passed.
- Communications Committee – Lark Billick – Sandra Talley mentioned that Lark Billick had an update on the BellaVita Pictorial Directory. Appointments will begin in mid- November 2021
- Community Relations Committee – Janet DelSardo – Sandra Talley also mentioned that the Health Fair was held on Saturday 9/25/21 and 127 flu shots were given along with Covid-19 Boosters.
- Elections Committee – Ruth Southard –None Available
- Facilities Committee – Dorothy Barrera – None Available.
- Finance Committee – Don Jensen – Connie Harry mentioned the Budget has been turned over to the Board for final approval.
- Grounds Committee – Diane Nicolas – None Available
- Nature Reserve Committee – Linda Kuhn – None Available

## ADDITIONAL BUSINESS

**Villas Master** – All tree trimming has been completed; the 2022 Budget is completed; Holiday decorations have been contracted and will be going up shortly. The Villas Master has a new landscaping company beginning January 1, 2022.

**Homeowner Concern Forms** – There were many homeowner concern forms turned in. Sandra Talley summarized the forms. A suggestion was made for a shred event for the community. A lightbulb was reported to be out. A concern for vacuuming the ballroom was mentioned. A concern for more tv channels in the old library room in the clubhouse. A suggestion was made for a push button entrance added to the entrance by the Arts and Crafts room. A suggestion was made to purchase a recumbent exercise bike for the fitness room.

**Going the Extra Mile Forms** – There were two for Elke citing that Elke is doing things “over the top” and another advising that she is always on board to help wherever needed. There were four for Blake thanking him for his assistance at the Mistletoe Market. There was one for all staff who assisted in the Mistletoe Market. There was one for Don and Billie Velasquez being excellent neighbors for assisting in their streets clean up after Hurricane Nicholas.

**Updated Rules and Regulations** – Bernie Bouman had initiated discussion but was tabled by Connie Harry. The Board wanted a chance to review the final copy.

## NEXT SCHEDULED MEETING

- Next regularly scheduled meeting is on November 17, 2021 at 3:00 p.m.

## EXECUTIVE SESSION

Executive session was called to consider actions involving personnel, pending litigation, contract negotiations, enforcement actions, matters involving invasion of privacy of individual owners, or matters that are to remain confidential by request of the affected parties and agreement of the Board.

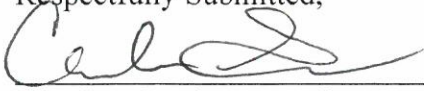
**RECONVENE OPEN SESSION -SUMMARY**

- There were several accounts that the Board requested the Manager to send reminder letters and to send final demand letters to. In addition, there were two accounts that were to be sent to the attorney.

**ADJOURNMENT**

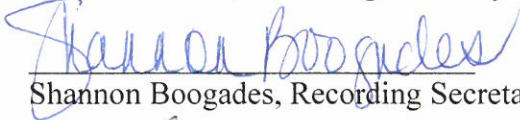
There being no further business, the meeting adjourned at 4:06 PM

Respectfully Submitted,



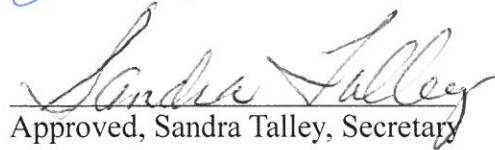
Carolina Garcia, Recording Secretary

11/22/21  
Date



Shannon Boogades, Recording Secretary

11/17/21  
Date



Approved, Sandra Talley, Secretary

11/17/21  
Date