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**MINUTES OF THE TENTH ANNUAL MEETING OF HOMEOWNERS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON MARCH 30, 2011 AT THE CLUB BELLAVITA, 1548 N. RIVIERA CIRCLE, PEARLAND, TEXAS 77581.**

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**BOARD OF DIRECTORS PRESENT**

Ron Gerlach, President

Wayne Johnson, Vice President

Cris Barrera, Secretary

Elizabeth Woods, Treasurer

Bill Burdick, Director

John Devereux, Director

Ruth Southard, Director

**IN ATTENDANCE**

86 lots were represented by Homeowners in attendance

Renee Maguire and Robin Reed representing Reed West Development

Nancy Triggs, Clubhouse Manager

Alex Taylor, Emma Deatherage, Eileen Ready, Edith Ernwall, Holly Blesener and Bobbie Lopez representing the Managing Agent, Association Management, Inc.

**CALL TO ORDER**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order. The president, Ron Gerlach, presided and the managing agent assisted in recording the minutes.

**INTRODUCTIONS**

Mr. Gerlach introduced the members of the Board and staff of the managing agent.

**CONSIDERATION OF MINUTES**

The minutes of the 2010 Annual Meeting of the Members were previously approved by the Board and were posted to the website.

**DEDICATION OF NATURE RESERVE**

Renee Maguire recounted the history of the development of BellaVita and the surrounding areas and how it was always planned to keep the area south of BellaVita as natural green space. She dedicated the nature reserve tract as the Harry Reed Audubon Trail in honor of her partner who originally envisioned the trail. Mr. Reed's daughter, Robin, shared in the dedication.

In recognition of the donation of the nature reserve, Ruth Southard, on behalf of the Board of Directors and the entire community, presented Ms. Maguire with a limited edition bronze casting of the BellaVita rose.

### **FINANCIAL REPORT**

Elizabeth Woods, Treasurer, reported on the financial status of the Association. At year-end 2010 the Association had an operating fund balance of \$430,118 and a reserve fund balance of \$966,526. At February 28, 2011 the operating fund balance was \$440,020 and the reserve fund balance was \$1,005,070. Approximately \$673,000 of the reserves was invested in CDs of varying maturities and the balance was held in a checking account. The assessment income for BellaVita is virtually its sole source of revenue. Ms. Woods reported that total revenues for 2010 were \$1,439,907, total expenses were \$1,418,917 and the association operated at a surplus of \$20,990. 55% of BellaVita's expenses are for unit-related costs (landscaping of yards, painting, door-restaining, cable TV, alarm monitoring, etc.), 26% are directly related to the clubhouse operation, 11% are for maintenance of common grounds and 8% are administrative expenses.

### **STATE OF THE ASSOCIATION**

Mr. Gerlach reported on the state of the Association highlighting the following:

- The financial strength of BellaVita
- The quality of the BellaVita staff
- The support and services of the managing agent
- Excellent support from Committees
- The social clubs and organizations that provided activities and support
- Success of Task Forces on fences, nature reserve, sales office and reserve analysis
- A successful strategic planning workshop for which updates are planned
- Nature reserve deeded to the Association

Mr. Gerlach went on to recognize the accomplishments and membership of the Committees of the Association including:

- Architectural Review Committee under Jim Moore updated its mission statement and issued revised guidelines regarding hurricane shutters and is reviewing further revisions and clarifications to the guidelines in 2011.
- Awards Committee under Ruth Southard was organized to help recognize the numerous volunteers in the community
- Clubhouse Committee under Casenia Caddell during 2010 and John Rodriguez in 2011 installed new window coverings in the ballroom, obtained new computers for homeowner usage at the Clubhouse, updated signage and enhanced clubhouse storage. Barbara Gorman was also recognized as BellaVita's community librarian.

- Communications Committee under Scott Vaughan during 2010 and Thordean Campbell in 2011 developed the Neighborhood Watch Program that is now a separate entity. The committee helped standardize community forms, is researching signage, is developing a newsletter and maintains the block captain system.
- Community Relations Committee under Carol Barber has updated the New Resident Handbook, conducts new resident visits, keeps homeowners informed about local news and events and conducted the personal security survey.
- Elections Committee under Carol Barber created and distributed all election materials, conducted candidate forums, planned and held the annual meeting reception and certified the 2011 election results.
- Facilities Committee under Carl Weber during 201 and Dennis Akkola in 2011 contracted for all ongoing clubhouse maintenance and repairs, door refinishing and home painting and supported the Fence Task Force with research on materials and costs.
- Finance Committee under Elizabeth Woods worked closely with the auditor on the 2009 audit, coordinated the annual budget and reserve study, analyzed insurance coverages and made numerous recommendations that either reduced costs or streamlined operations.
- Grounds Committee under Becky Spedden reworked all of the clubhouse landscaping, reviewed all common area irrigation and worked closely with Houston Lawn to help enhance serve to homeowners.
- Homeowners' Advocacy Committee under Ann Weiss revised the committee's name and mission and has assisted several homeowners work through architectural and other issues.
- Nature Reserve Committee under Larry Alvarez created the existing trail and built a bridge and installed several benches. The group also works to keep the trail clear and to remove debris following storms.
- Neighborhood Watch Program under Bob Stockinger is working with the Pearland Police regarding community safety, is researching traffic and other common area signage, and is developing recommendation regarding traffic in the community.

#### **VILLAS MASTER ASSOCIATION**

John Devereux, Villas Master Board President, reported that the association exists to provide landscape maintenance for Scarsdale Boulevard and the Villa Verde and Villa D'Este neighborhoods, to provide bulk cable television service to BellaVita, Villa Verde and Villa D'Este and discounted alarm monitoring for the same three communities. Mr. Devereux reported that the association's annual meeting was scheduled to be held on April 20, 2011.

### **APPRECIATION EVENT**

Cris Barrera reported that BellaVita relied on its numerous volunteers and that an Appreciation Event was being held at 7:00 p.m. on April 1, 2010 and that anyone who had volunteered service to the community was invited to attend. This included committee members, club officers, group leaders and individual volunteers – anyone who had donated his or her time to BellaVita for any purpose.

### **ELECTION REPORT**

Carol Uran, Elections Committee Chair, introduced the members of the Committee and announced that Dorothy Darden and David Dommert were elected to three year terms. She delivered certification of the election results to Cris Barrera, Secretary.

Ms. Uran thanked her Committee, the volunteers who counted the ballots and the volunteers who arranged the celebratory reception following the meeting.

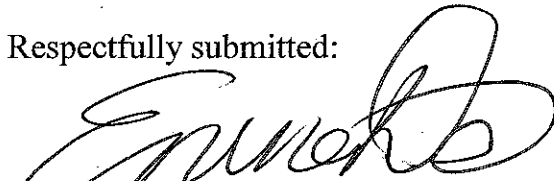
### **RECOGNITION OF BOARD SERVICE**

The managing agent reported that instead of individual awards, the community has a perpetual plaque to recognize the service of its Board Members and he recognized Ruth Southard and Wayne Johnson, both of whose terms were expiring, for their history of service to the community.


### **ADJOURNMENT**

There being no further business, the meeting was adjourned.

Respectfully submitted:

  
\_\_\_\_\_  
Recording Secretary

APPROVED AS CORRECT:

  
\_\_\_\_\_  
Chairman

4/27/11  
\_\_\_\_\_  
Date