



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON MAY 23, 2012 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.

DIRECTORS PRESENT

Ron Gerlach, President
Bill Burdick, Vice President
Elizabeth Woods, Treasurer
Dorothy Darden, Secretary

Cris Barrera, Director
David Dommert, Director
Benny Frank, Director

IN ATTENDANCE

30 Homeowners were in attendance
Nancy Triggs, Clubhouse Manager
Rod Simpson, 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.

HOMEOWNER/GUEST SPEAKER REQUESTS

No Requests.

ADOPTION OF AGENDA

Upon a motion duly made and seconded, the agenda was adopted.

CONSIDERATION OF MINUTES

After discussion, the minutes of the April 25, 2012 Board Meeting were deferred to the next meeting.

PRESIDENT'S REPORT

Ron Gerlach proposed that the regular agenda of Board meetings starting at 3:00 pm to end at 5:30 pm, at which time the Board would go into executive session if necessary. The Board concurred with the proposal.

Committee Changes: None.

Confirmation of Unanimous Consent Motions: The following items were confirmed:

- Approval of expenditure of \$1,177.61 to fix the golf cart.

- Approval to replace the spa heater for \$4,005.25.
- Approval of a proposal by the Veterans for a rock barrier at the lake. Said improvements are to be paid by the Veterans Club.

TREASURER'S REPORT

Elizabeth Woods reviewed the Treasurers report. Ms. Woods reviewed a budget comparison for year to date for the period ending April 30, 2012, and current year-to-date comparison with 2011. As of April 30, 2012, the Association had total revenue of \$543,481 and total expenses of \$478,175 and an operating surplus of \$65,306. Ms. Woods reported BellaVita currently has 589 homes complete as of April 30, 2012.

Ms. Woods recommended that the Board approve payments for the house painting based on a percentage of the contract completed, and to authorize AMI to make the payments. Upon a motion duly made and seconded, the Board approved the recommendation.

Ms. Woods discussed the need to have all officers and AMI designees listed as signatories for all BellaVita financial accounts. Upon a motion duly made and seconded, the Board approved a resolution that authorizes the following Board officers and AMI designees to be listed as signatories on all BellaVita financial accounts: Ron Gerlach, Bill Burdick, Elizabeth Woods, Dorothy Darden, Syd Talley, Rod Simpson, Maria Southal-Shaw, and Eileen Ready. Letters are to be prepared to send to the various financial institutions with instructions that this list supersedes all previous signers.

Ms. Woods reported on the review of interest-bearing accounts and the recommendation to move \$225,822 in maturing CD funds to a new interest-bearing Money Market account. Upon a motion duly made and seconded, the Board approved the recommendation.

Ms. Woods reported on the Finance Committee's review of the draft audit report. Upon a motion duly made and seconded, the Board accepted the report.

MANAGEMENT REPORT

The managing agent reviewed his written report including an update on the age surveys status, service requests status, IRIS operation, and the need to send out reminder notifications through mail and email.

CLUBHOUSE REPORT

Nancy Triggs reviewed her written report including the following:

- Review of the status of the painting project for 2012 which included 22 doors remaining to be painted.
- IRIS preference forms being collected for input into the system. The Onsite Staff will be coordinating with AMI for training on entering data and sending alerts. Clubhouse staff will be instructed to contact individuals without email addresses to determine whether they wish to receive phone calls on non-emergency events.

- The Pictorial Directory is scheduled for printing the first week of June and copies received by June 10. The total cost paid was \$1,135. The refund check issued to BellaVita was \$588.
- The donated golf cart was repaired. The maintenance golf cart needed repairs in the amount of \$547.79.
- Consideration of selling both golf carts and purchasing a newer one designed for the needs of maintenance. Affordable Golf Carts has offered a \$3,900 credit for both of the current carts and a new one customized for maintenance would be \$5,000, less credit, plus tax. After discussion, the Board requested further information.
- The juke box has not been working properly. The repair person will be diagnosing the problem and submitting a repair quote.
- The Clubhouse Committee had Best Buy come out and review options for replacing the televisions in the fitness center. The Committee recommended the purchase of two flat-panel televisions at a cost of \$3,213.23. Upon a motion duly made and seconded, the Board approved the recommendation.
- Notice of the upcoming primary election and the use of the arts and craft room.
- Update on the water well and the repair of 7 of the 20 sprinkler zones serviced by the well.
- The Clubhouse Committee recommended the replacement of the fitness center recumbent bike at a cost of \$2,163.92. Upon a motion duly made and seconded, the Board approved the recommendation.

COMMITTEE REPORTS

Finance Committee: Margo Green reported on May 18, 2012 Finance Committee meeting including the following:

- Elizabeth Woods' report on the audit and presentation to the Board.
- Discussion on moving three maturing CDs, in the amount of \$225,822, to a money market account. The amount would be under the \$250,000 FDIC guaranteed amount and meet the criteria of slightly higher interest, liquidity and safety. The Committee voted to have the treasurer recommend this transfer to the Board.
- Discussion of issues discovered in review of the 2012 Financial Reports.
- Discussion of the need to formulate spread sheets on computations of owned homes, maintenance & repairs, payroll, and ground maintenance.
- Agreed to meet on the following dates: June 4 at 1 PM to review the 2011 reserve study; June 11 at 10 AM to review the 2012 Villa Masters financials; and June 26 at 10 AM for the next regular meeting date. The Committee agreed to meet generally on the Monday before each Board meeting beginning in July at 10 AM.

Architectural Review Committee: No report.

Awards Committee: No report.

Clubhouse Committee: No report.

Communications Committee: The managing agent notified the Board that the newsletter company that offers services at no cost will be scheduling a meeting with the Committee.

Community Relations Committee: Carol Barber reported the annual severe storm/hurricane preparedness meeting will be held on June 30 at 2 PM.

Elections Committee: Carol Barber reported on requests for the number of votes received for the election, and stated this information will be put on the website. The results were reported as follows:

- Denise Barberis - 79
- Bill Burdick – 94
- Carol Dyson – 84
- Benny Frank – 119
- Ron Gerlach – 107
- David Winchell – 70
- Marc Wormser - 73

Facilities Committee: No Report.

Grounds Committee: Becky Spedden presented the services contract for lawn and landscape maintenance with Houston Lawn Services. The terms and conditions of the contract would remain in effect for 3 years with no increase over the previous contract. The Grounds Committee recommended approval. Upon a motion duly made and seconded, the Board approved the contract.

Homeowners Advocacy Committee: No Report.

Nature Reserve Committee: No Report.

ADDITIONAL BUSINESS

Veteran's Offer to Re-work the Stage Closet Storage: Benny Frank reviewed the proposal from the Veterans to rework the stage closet storage and pay the costs. After discussion and upon a motion duly made and seconded, the proposal was approved.

Stop Sign Survey Updates: Ron Gerlach reviewed the procedures for tabulation of the surveys. Mr. Gerlach reported that he had the combination to one lock on the submittal box, and that Elizabeth Woods had the key to the other lock. Mr. Gerlach stated that Ms. Woods would be tabulating and he will review. Ms. Woods will produce color-coded maps for consideration by the Board. After discussion, the Board concurred with the procedures.

Villas Master Update: Bill Burdick reported on the Villas Master Association. Mr. Burdick updated the Board on the off-site detention pond and the interest of developers to take over responsibility for the pond.

Homeowner Concerns: Dorothy Darden reported that she had received the following homeowner concerns.

- Concern regarding the retention pond facing Scarsdale and recommendations for screening of the area. The Board noted that the area is not BellaVita property.
- Concern regarding a clubhouse employee not knowing the emergency reset procedure for closing the front gates.
- Concern regarding a homeowner's pool cover and structure above the fence line.
- Concern regarding the hot tub not working.

Copies of concern forms were distributed to appropriate Committees to address, or were addressed by the Board. AMI was directed to send acknowledgement letters to the owners thanking them for bringing these concerns to the Board. The Board discussed alternative approaches to reviewing complaint forms.

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

The following actions occurred in the Executive Session:

The Board concurred with the continued pursuit of collection for a seriously delinquent homeowner for maintenance fees and gave direction to forward to Red Rock Financial Services.

The Board authorized the removal of fines which had been assessed in error, for a deed restriction issue.

SCHEDULE NEXT MEETING


The next regular meeting of the Board of Directors was scheduled to be held on June 27, 2012 at 3:00 P.M. in the Club Bellavita Ballroom.

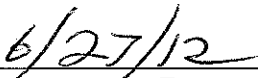
ADJOURNMENT

There being no further business, the meeting adjourned.

Respectfully Submitted,


Recording Secretary


Approved


Date