



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON NOVEMBER 20, 2013 AT 3:00 P.M. AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.

DIRECTORS PRESENT

Ruth Southard, President Ron Gerlach, Vice President Bill Burdick, Director
Benny Frank, Director Wayne Johnson, Secretary Marc Wormser, Treasurer

David Dommert was unable to attend.

IN ATTENDANCE

24 Homeowners were in attendance

Laura Bradley and Rolando Coronado representing the Managing Agent, FirstService Residential., and Nancy Triggs, Clubhouse Manager were present.

HOMEOWNER/GUEST FORUM

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, the meeting was called to order. The President, Ruth Southard, presided and the Managing Agent assisted in recording the minutes.

ADOPTION OF AGENDA

Upon a motion duly made and seconded, the agenda was accepted as corrected.

CONSIDERATION OF MINUTES

Upon a motion duly made and seconded, the Board Meeting minutes of September 25, 2013 were approved. Electronic votes held and approved in October and November of 2013 were as follows:

- Install two 6' speed bumps in the visitor lane in front of the barrier gate on a trial basis to the end of the year.
- To purchase 100 10-packs of 3-button transmitters for the gates at a total cost of \$16,508.13.
- To purchase a new double oven and countertop microwave for the Clubhouse Kitchen. Funding for the appliances will come from the clubs.
- The Reserve Study as presented by the Finance Committee.
- The 2014 Operating Budget as prepared by the Finance Committee.

Upon a motion duly made and seconded, the minutes of the Special Board of Directors Meeting of November 6, 2013 were approved.

PRESIDENT'S REPORT

Ruth Southard's report included a discussion on the informational Round Table meeting held by FirstService Residential and the recent City of Pearland meeting with representatives of HOA's within the city. Mrs. Southard also thanked the Finance Committee for the great job they did on the 2014 Budget.

Upon a motion duly made and seconded, the following Committee changes were approved:

- CRC – Janet DelSardo, chair
- CRC – Carol Barber – Special assignment, Deed Restrictions, under auspices of CRC
- Elections – Sunny Ward, Peter Sperling, Connie Harry (chair), Mary Jane Rogers
- Elections – resignation of John Kaltenbach
- Safety Awareness Task Force – Allen Womack

TREASURER'S REPORT

Marc Wormser reviewed the October 31, 2013 financial report. As of October 31, 2013, the Association had total revenue of \$1,418,836 total expenses of \$1,320,938 and an operating surplus of \$97,898.39 resulting in an accumulated operating fund balance of \$269,134.66. The Association also had a reserve fund balance of \$1,177,603.70. The treasurer's Report was filed for audit.

Upon a motion duly made and seconded, a \$50,000 of the operating surplus will be transferred to the Reserve Fund.

MANAGEMENT REPORT

Laura Bradley introduced FirstService Residential Senior Vice President Rolando Coronado to the Board and reviewed her written report which included the following:

- September Action Item Report
- September Variance Report
- The ARC and Delinquent Status report. These were tabled for Executive Session.

Ms. Bradley reported that the FirstService Residential Management Contract is in the process of being revised per the BellaVita At GreenTee Board of Director's request and should be ready for signature at a later date.

CLUBHOUSE REPORT

Nancy Triggs reviewed her written report which included the following:

- Upon a motion duly made and seconded, redoing the mesh on the sling back chairs in the pool area by Allied Powder Coating in an amount not to exceed \$2,159.60 was approved.
- Upon a motion duly made and seconded, replacing the 12 gallon water heater in the attic above the bathrooms by AAA Plumbers in an amount not to exceed \$850 was approved.
- Upon a motion duly made and seconded, the 2014 January through March Activity calendar was approved.

COMMITTEE REPORTS

ARC: Upon a motion duly made and seconded, the revisions to the ARC Guidelines as presented by the Committee were approved. FirstService Residential will have the revisions filed with the County in January 2014.

Clubhouse: Upon voting, the Board agreed to the Clubhouse Committee's recommendation to accept Ford AV's proposal to replace the ballroom video projector in the amount of \$14,899.07 with a 1 year preventative maintenance package in the amount of \$326. 50% will be paid to Ford AV up front. This state-of-the-art projector will be installed early in 2014.

Facilities: Upon voting, the Board agreed to the Facility Committee's recommendation to accept C.A.D. Restoration Services, L.L.C.'s proposal to repair street curbs in the amount of \$28,250. Benny Frank will oversee the work as Project Manager.

Upon voting, the Board agreed to the Facility Committee's recommendations of the following:

- Painting the pool fence by RS Painting in the amount of \$1,900 plus tax
- Painting fence panels at the pedestrian entry gate by RS Painting in the amount of \$1,100 plus tax.
- Repairing the fence at the pedestrian entry gate by Foster in the amount of \$1,412 plus tax.

Finance: Marc Wormser gave the Finance Committee report in Carol Grisante's absence. Mr. Wormser announced that the 2014 Budget was complete and approved. Upon a motion duly made and seconded, the 2012 Audit by Wrinkle Gardner was approved.

Grounds: Becky Spedden discussed several common areas in BellaVita needing additional landscape and / or maintenance.

Upon a motion duly made and seconded, authority was given to the Grounds Committee for improvements that stay within the \$6,000 Landscape Committee budget to the following common areas:

- Add dirt and seeding to the area by the pool where trees have been removed.
- Level and seed cul-de-sac area on Monaldo Place
- Weed, level and seed cul-de-sac area on N. Riviera near E. Marsala
- Install bullrock in the bed areas of the pool by Rusticscapes in the amount of \$712.
- Install additional landscaping along the side of the Clubhouse by Rusticscapes in the amount of \$1,876.

Upon a motion duly made and seconded, cleaning up the vacant lot at Ameno and Monaldo by Rusticscapes without the use of the Grounds committee's funds was approved.

Safety Awareness Campaign Task Force: Upon the Task Force's recommendation, the Board agreed to terminate the Safety Awareness Campaign Task Force. The Task Force

determined that the awareness of the importance of self-governance and self-enforcement should be an ongoing job of all committees.

ADDITIONAL BUSINESS

Upon a motion duly made and seconded, the 2014 FirstService Residential Management Contract was approved.

Ron Gerlach recommended more lighting be installed on the parking lot. Nancy Triggs is in the process of getting proposals and will be presenting them to the Board upon receipt.

MUD Update: Ron Gerlach reported that the MUD was very appreciative and thanked the BellaVita At GreenTee Community for allowing them the use of the BellaVita facility for their recent meeting. The next meeting is scheduled for December 10, 2013 at the Pearland Library.

Homeowner Concern Forms: Several Homeowners concern forms had been received, reviewed and assigned to the proper committee for action.

SCHEDULED NEXT MEETING

The next regular meeting of the Board of Directors is scheduled for January 22, 2014 at 3:00 P.M. in the Club BellaVita Ballroom.

December 9, 2013 – Homeowner Forum – 7:00 p.m.

December 18, 2013 – BellaVita Board Workshop – 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

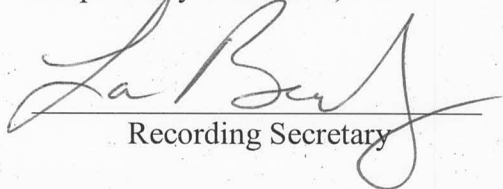
Upon a motion duly made and seconded, giving a 3% cost of living raise to the BellaVita At GreenTee staff was approved.

The Board agreed on the amounts for Christmas Bonuses for the staff.

ADJOURNMENT

There being no further business, the meeting adjourned at 6:00 p.m.

Respectfully Submitted,


Recording Secretary

Ed Johnson
Approved

1/22/2014
Date