



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON AUGUST 22, 2012 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.

DIRECTORS PRESENT

Ron Gerlach, President
David Dommert, Director
Elizabeth Woods, Treasurer
Cris Barrera had an excused absence

Bill Burdick, Vice President
Benny Frank, Director
Dorothy Darden, Secretary

IN ATTENDANCE

29 Homeowners were in attendance
Nancy Triggs, Clubhouse Manager
Laura Bradley, Warren Buehler, and Boaz Arch representing the Managing Agent, Association Management, Inc., and Nance Triggs, Clubhouse Manager.

Before the Call to Order, Tom Green voiced his concerns regarding the financial responsibility of fence replacement within the Association. He feels continuing the service could harm our property values because the assessment may become too high.

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.

ADOPTION OF AGENDA

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

CONSIDERATION OF MINUTES

After discussion and upon a motion duly made and seconded, the Board meeting minutes of July 25, 2012 were approved.

PRESIDENT'S REPORT

Confirmation of Unanimous Consent Motions: Ron Gerlach reported that replacement of a/c unit #12 was approved in the amount of \$10,073.75; repair to the pool, including chemicals and filter, was \$4,324.59.

Ron Gerlach reported that Village Builders had advised the Board that they would like to retain some office space after the last home is sold. The Board concurred to offer them some

space after the last home is sold. The Board deferred a decision until guidelines could be established, including a specific time period and specific space. The Sales Office Task Force, under the director Bill Burdick, will develop said guidelines.

TREASURER'S REPORT

Elizabeth Woods reviewed the Treasurer's report. Ms. Woods reviewed a budget comparison for year to date for the period ending July 31, 2012, and current year-to-date comparison with 2011. As of July 31, 2012, the Association had total revenue of \$962,951 and total expenses of \$894,321 and an operating surplus of \$68,630. Ms. Woods also reported BellaVita currently has 600 homes complete as of July 31, 2012.

Ms. Woods reported that the Reserve Expenditures included replacing a/c's, house painting, and pool repairs.

Upon a motion duly made and seconded, the request to have 4 officers, (Ron Gerlach , Bill Burdick, Elizabeth Woods, and Dorothy Darden), and 2 AMI agents, (Warren Buehler and Laura Bradley) placed on the signature bank cards for all cd accounts was approved. Four AMI signers will remain for the operating accounts, with Warren Buehler and Laura Bradley replacing Rod Simpson and Syd Talley. Laura Bradley will coordinate the schedule within the next 2 weeks to complete the signature revision, including arranging for signers to visit those banks which require a personal visit to change the signature cards.

Mrs. Woods recommended that Association change to Positive Pay with Amegy Bank after reviewing the fee structure. AMI would be responsible for insuring 2 signatures on all checks. The Board concurred with this change.

Mrs. Woods reported the Federal Tax Return form 1120H was filed with no taxes due for the current year. A refund will be requested for prior overpayments.

MANAGEMENT REPORT

The managing agent reviewed her written report including an update on the age surveys status and actions taken to notify those who have not responded. The Board assigned an action to the Community Relations Committee to work with AMI to obtain the additional responses needed including door-to-door contact. Warren Buehler introduced Boaz Arch, IT Director for AMI. Boaz answered questions and gave a presentation on the IRIS system. Laura Bradley offered to have AMI reimburse the Association for the months that IRIS has not worked or to extend the contract by the # of months that it has not worked.

Regarding the questions from Elizabeth Wood concerning specialized billing in 2011, AMI will reimburse the Association for non-verifiable specialized billing from 2011.

CLUBHOUSE REPORT

Nancy Triggs reviewed her written report.

Upon a motion duly made and seconded the option to drain the pool and acid wash at a cost of \$4,167 was approved. The City of Pearland will be paying the water bill to have pool refilled. Nancy will have the water tested daily as it is being refilled.

A motion was made to pay July & Aug. invoices for Miller Pool Co.. The motion was approved. A motion was duly made and seconded to terminate the current pool maintenance contract with Bill Cole & Assoc. and continue maintenance service with Miller Pools on a monthly basis of \$2,165.00. The motion was approved. Nancy Triggs and the Facilities Committee will seek 3 bids for the pool maintenance contract for 2013.

COMMITTEE REPORTS

Finance Committee Update: Margo Green announced that there would be a budget preparation workshop on Friday, August 31, 2012 at 10:00 a.m.

Margo Green handed out a draft of the proposed budget for the Reserve account.

Grounds, Trees: Becky Spedden gave a report on the landscaping needs of the Association. Upon a motion duly made and seconded, the request to have Bay Area Tree Experts replace and/or add trees for up to \$1,179.10 and have Houston Lawn add landscaping on southwest side of clubhouse for up to \$4,000.00 was approved.

Clubhouse Committee: John Rodriguez discussed the need to replace the doors in the Clubhouse. Upon a motion duly made and seconded the request to have In-house Design replace blackout curtains at a cost of \$963.43 was approved. The work will be done within 2 to 3 weeks.

Communications, IRIS: Thordean Campbell distributed guidelines for the use of the IRIS system. The CC was requested to prepare a formal policy, as discussed at strategic planning, that would include who can place information on BellaVita media, both the website and IRIS, as well as to work out operational issues for using IRIS. The board deferred any action until we get the policy with all of the items.

ARC: Jim Moore expressed concerns over 'conditional approvals'. AMI stated that they will not give conditional approvals when the application violates any restrictions.

Jim Moore proposed that there be guidelines for painting house numbers on curbs. He recommended that the Association have a contractor do the work. The request was deferred for further research to the Facilities Committee.

Facilities Committee Updates, Pool & Paint Contracts: Fred Fargo expressed concerns over the pool expenses incurred by the Association due to the city water.

Jack Rodriguez distributed his written report regarding the need for curb repair, street pavement repair, pavement joint sealing, and restriping the Clubhouse parking lot.

Fred Fargo will get bids on getting this work done. Fred Fargo will set up a workshop with the Board on Sept. 11th at 4:00 p.m. to develop guidelines on fence replacement within the Association.

ADDITIONAL BUSINESS

VMA Updates: Bill Burdick restated that there will be a budget preparation workshop held on Friday, August 31st.

Homeowner Concerns: Dorothy Darden reviewed service requests. The request to add 2 more waste cans at the pool was turned over to the Clubhouse Committee. The request to have an additional gazebo at the pool was designated for Ron Gerlach for incorporation in the Strategic Planning document, and the concern regarding the locks on the clubhouse double doors was designated to Nancy Triggs.

Ron Gerlach suggested the Board create a policy regarding the use of motorized and/or electric mobile vehicles. This would include wheelchairs. The Clubhouse Facilities Committee will develop additional policies regarding the use of such items.

Concern Form Plan: Ron Gerlach distributed the Concern Form Operations procedures developed by Chris Barrera. The Board will implement these procedures.

SCHEDULE NEXT MEETING

The next regular meeting of the Board of Directors was scheduled to be held on Sept. 26, 2012 at 3:00 P.M. in the Club Bellavita Ballroom.

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

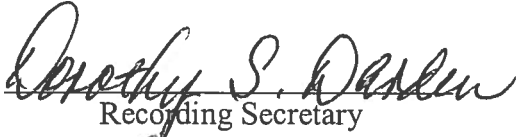
The following actions occurred in the Executive Session:

The Board authorized three homeowner past due accounts to be referred to Red Rock Financial Services. There was a 6-1 vote to send a letter to a homeowner. Elizabeth Woods specifically asked that her dissenting vote be noted.

ADJOURNMENT

There being no further business, the meeting adjourned at 7:00 p.m.

Respectfully Submitted,


Recording Secretary


Approved


Date