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

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**DIRECTORS PRESENT**

Ron Gerlach, President  
Benny Frank, Director  
Ruth Southard, Director

Bill Burdick, Vice President  
Elizabeth Woods, Treasurer

**IN ATTENDANCE**

17 Homeowners were in attendance

Laura Bradley, representing the Managing Agent, Association Management, Inc., 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, 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 accepted as corrected.

**CONSIDERATION OF MINUTES**

Upon a motion duly made and seconded, the approval of the Board meeting minutes of February 27, 2013 approved.

**PRESIDENT'S REPORT**

Ron Gerlach's report included the following:

- The previously approved amount of \$500 for brochures regarding the gates needs to be increased by \$155.12. Upon a motion duly made and seconded, increasing the amount for the purchase of gate procedure brochures in an amount not to exceed \$655.12 was approved.

## **TREASURER'S REPORT**

Elizabeth Woods reviewed the Treasurer's report. Ms. Woods reviewed a budget comparison for year-to-date for the period ending February 28, 2013, and current year-to-date comparison with 2012. As of February 28, 2013, the Association had total revenue of \$279,079 total expenses of \$250,617 and an operating surplus of \$28,462 resulting in an accumulated operating fund surplus balance of \$487,555.75. The Association also had a reserve fund balance of \$1,189,325.39.

## **MANAGEMENT REPORT**

Laura Bradley reviewed her written report which included the following:

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

## **CLUBHOUSE REPORT**

Nancy Triggs reviewed her written report which included some of the following:

- The 2013 schedule for home painting is completed. AMI will be sending the letters out. Painting is scheduled to begin Monday April 1<sup>st</sup>. This is a weather permitting project and the schedule will change accordingly.
- Upon a motion duly made and seconded, repainting of the four exterior Clubhouse Pool doors, Front doors, Fitness doors and A/C entry Doors in an amount not to exceed \$2,200 by R.S. Painting was approved.
- Upon a motion duly made and seconded, replacing the two exit Iron Swing Gates hinge bearings in an amount not to exceed \$1,000 plus tax by H&R Operators was approved.

## **COMMITTEE REPORTS**

Clubhouse: no report at this time

Communications: Upon a motion duly made and seconded, not renewing the IRIS contract until AMI can present a better system was approved.

CRC: Carol Barber discussed the issue of access to BellaVita by Realtors and announced that the Committee will review and present possible solutions to the Board in the near future. Also, the Committee is working on a New Resident Brochure.

Election Update: AMI will take the key to the ballot box tonight after the meeting. Carol Barber will pick up the ballot box before 10:00 p.m. tonight and bring it with her tomorrow, March 21, 2013, at 9:00 a.m. to AMI's office in Pearland. The ballots will be counted at that time. The Election Committee will be presenting recommendations to bid out the mail out costs in the future.

Finance: Carol Grisanti distributed the Finance Committee report for February.

Grounds  
Landscape:

- Upon a motion duly made and seconded, removing some trees, grinding stumps, and removing the dead palm tree on the exterior of the right side entrance in an amount not to exceed \$920.00 by Bay Area Tree Experts was approved.
- Upon a motion duly made and seconded, Oleander removal at the Clubhouse and flower installation at The Annex in an amount not to exceed \$649.50 by Rusticscapes was approved.
- The Committee will meet to set guidelines for irrigation repairs and create a procedure for those types of repairs.
  - Nature Reserve – Upon a motion duly made and seconded, the purchase of 10 aluminum 'Posted Private Property' signs in an amount not to exceed \$752.34 from Hardman Signs was approved.

### ADDITIONAL BUSINESS

VMA Updates: Bill Burdick reported that the MUD #18 agreed to pay for the repairs to the drainage pipe in the 25 acre retention pond that belongs to Villas Master. Mr. Burdick also reported that there are still two BellaVita ~~Directors~~ <sup>Residents</sup> that are members of MUD #18. <sup>JB</sup> ~~Board~~ <sup>JB</sup>

Homeowner Concern Forms: The following homeowner concern forms were received:

- Request for additional pool area Gazebo – referred to Clubhouse Committee
- Temperature too warm in the Arts & Crafts room during line dancing – referred to Clubhouse Staff
- Fans were requested in the Arts & Crafts room – referred to ~~Clubhouse Staff~~ <sup>Grounds JB</sup>
- Install sand to properly level brick pavers in cul-de-sac and reinstall grass – referred to Landscape Committee
- Reported that the Leg Press machine in the BellaVita Fitness Facility hurts his back when he uses it – Referred to Clubhouse Committee
- Requested the removal of some of the entrance signs because it detracts from the looks of the entrance to BellaVita – Referred to the Gates Task Force.

Carol Barber announced her resignation from both the Elections Committee and the CRC.

### SCHEDULE NEXT MEETING

The next regular meeting of the Board of Directors is scheduled for April 24, 2013 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 Board discussed merit increases in payroll of BellaVita staff, upcoming Rose Award Ceremony, and the Red Rock agreement. The Board approved the following:

- Annual merit increases for BellaVita Staff
- Awards Committee recommendations

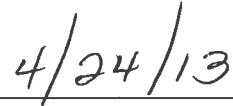
**ADJOURNMENT**

There being no further business, the meeting adjourned at 6:30 p.m.

Respectfully Submitted,

  
Recording Secretary

  
Approved

  
Date