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**MINUTES OF THE ELEVENTH ANNUAL MEETING OF HOMEOWNERS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON MARCH 28, 2012 AT THE CLUB BELLAVITA, 1548 N. RIVIERA CIRCLE, PEARLAND, TEXAS 77581.**

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**BOARD OF DIRECTORS PRESENT**

Ron Gerlach, President  
David Dommert, Treasurer  
Cris Barrera, Secretary  
Dorothy Darden

Bill Burdick, Vice President  
John Devereux, Director  
Elizabeth Woods, Director

**IN ATTENDANCE**

76 homeowners in attendance.  
Nancy Triggs, Clubhouse Manager  
Rod Simpson, Edith Ernwall, Bobbie Lopez, and Erin Reiner 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 2011 Annual Meeting of the Members were previously approved by the Board and were posted to the website.

**TREASURER'S REPORT**

David Dommert, Treasurer, reported on the financial status of the Association. At year-end 2011 the Association had an operating fund balance of \$448,794 and a reserve fund balance of \$1,176,527. At February 29, 2012 the operating fund balance was \$502,567 and the reserve fund balance was \$1,196,665. Approximately \$724,135 of the reserves was invested in CDs of varying maturities. Mr. Dommert reported that total revenues for 2011 were \$1,508,996, total expenses were

\$1,468,802 and the association operated at a surplus of \$40,194. Mr. Dommert reported on the anticipated build-out of the Association and the 2012 Capital Budget.

### **STATE OF THE ASSOCIATION**

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

- The financial strength of BellaVita
- Success of Task Forces on sales office utilization, policies updates, and bylaws update.
- A successful CY2011 strategic planning workshop with Committee and Club Chairs.
- Utilization of the first section of the sales office by Committees and the Board which allowed the Arts and Crafts room to support more activities.
- Updating of major HOA documents to incorporate the 2011 Texas HOA legislative changes.
- Approval of the Dixie Road City waterline interconnect, 50% complete.
- Excellent support from Committees and volunteers.
- Excellent support from Social Clubs and Organizations.
- The support and services of the managing agent.
- The quality of the BellaVita staff

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

- Architectural Review Committee under Chair Jim Moore updated the ARC guidelines incorporating the new Texas HOA laws and revised guidelines regarding hurricane shutters
- Awards Committee under Chair Ruth Southard. Ms. Southard reviewed volunteer recognition and publicly recognized Grounds Committee Chair Becky Spedden for her years of service. Ms. Southard also reported on the major activities of the Committee including the new ROSE Award for the recognition of serving extraordinarily.
- Clubhouse Committee under Chair John Rodriguez installed new entrance door in the Arts and Crafts room, new plantation shutters for the front windows, and updated the Rules and Regulations document. Barbara Gorman was also recognized as BellaVita's community librarian.
- Communications Committee under Chair Thordean Campbell developed the pictorial directory for homeowners, initiated the new BellaBuzz newsletter, and maintained the website and the 40 plus member block captain system.
- Community Relations Committee under Chair Carol Barber revised the New Resident Handbook, conducted new resident visits, keeps homeowners informed about local news and events, and conducted "Saturday Talks" information forums.

- Elections Committee under Chair Carol Barber created and distributed all election materials including revising ballots to meet the new Texas HOA laws, conducted candidate forums, planned and held the annual meeting reception and certified the 2012 election results.
- Facilities Committee under Chair Fred Fargo contracted for all ongoing clubhouse maintenance and repairs, door refinishing, and home painting. The Committee developed bid specifications and received bids for the pool repair and upgrades, and worked with the City on the Dixie Road waterline connection.
- Finance Committee under Chair David Dommert worked closely with the auditor on the 2010 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 Chair Becky Spedden reviewed all common area landscaping and irrigation, coordinated grounds contract review and bidding process, and worked closely with Houston Lawn to help enhance services to homeowners.
- Homeowners' Advocacy Committee under Chair Carol Dyson assisted homeowners to work through the architectural review process, streamlined the service request list to resolve issues with homeowners, and worked with the policy task force on covenant compliance.
- Neighborhood Watch Program under Chair Bob Stockinger worked with the Pearland Police Department and the Community Relations Committee on community safety, provided newsletter articles on safety issues, and provided oversight and recommendations regarding signage.
- Nature Reserve Committee under Chair Larry Alvarez maintained the existing trail and trail markings, synchronized the existing trails and the planned Harry Reed Audubon Trail, and worked with the Veterans on the installation of the new stairs for the entrance to the Harry Reed Audubon Trail. The group also is working to address the Nature Reserve Army Corp of Engineers oxbow flood retention plan. Mr. Alvarez reviewed the plan, meetings with the Corp and flood control engineers, and ongoing plan review.

#### **APPRECIATION EVENT**

Ruth Southard reported that BellaVita relied on its numerous volunteers and that an Appreciation Event was being held at 7:00 p.m. on March 30, 2012 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.

**VILLAS MASTER ASSOCIATION**

Ron Gerlach reported that the association exists to provide landscape maintenance for Scarsdale Boulevard and the Villa Verde and Villa D'Este neighborhoods, and provides other services to the three communities. Mr. Gerlach reported that the association's annual meeting was scheduled to be held on April 18, 2012.

**ELECTION REPORT**

Carol Barber, Elections Committee Chair, introduced the members of the Committee and reported that 210 ballots had been submitted. Ms. Barber thanked all the candidates, and announced that Benny Frank, Ron Gerlach, and Bill Burdick were elected to three year terms. Ms. Barber delivered certification of the election results to Cris Barrera, Secretary.

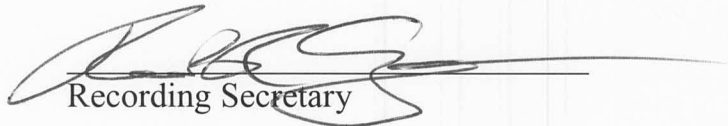
**RECOGNITION OF BOARD SERVICE**

The managing agent recognized John Devereux, whose term was expiring, for his years of service to the community.

**ADJOURNMENT**

There being no further business, the meeting was adjourned.

Respectfully submitted:

  
Recording Secretary

APPROVED AS CORRECT:

R.H. Gerlach  
Chairman

5/15/12  
Date