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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 NOVEMBER 19, 2014 AT 3:00 P.M. AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.**

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**DIRECTORS PRESENT**

Ruth Southard, President      Ron Gerlach, Vice President      Carol Barber, Director  
Marc Wormser, Treasurer      Bill Burdick, Director      John Rodriguez, Secretary

**IN ATTENDANCE**

16 Homeowners were in attendance  
Tami Smith, Community Manager representing, FirstService Residential and Nancy Triggs, Clubhouse Manager were present.

**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 Tami Smith assisted in recording the minutes.

**ADOPTION OF AGENDA**

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

**CONSIDERATION OF MINUTES**

Upon a motion duly made and seconded, the Board Meeting minutes from July 23, 2014 were approved.

**CONSIDERATION OF ELECTRONIC VOTES**

Electronic votes held and approved on October 15, 2014 were as follows:

Clubhouse security/monitoring:

Upgrade hardware for security monitoring at the Clubhouse to cellular at a cost of \$375.  
Eliminate land line.

Accept 1 year monitoring contract for burglar from Modern systems for monthly monitoring fee = \$51.95. This includes the open/close report.

Upgrade hardware for fire monitoring at the Clubhouse to cellular at a cost of \$675.  
Eliminate land line.

Accept 1 year monitoring contract for fire from Modern systems for monthly monitoring fee = \$45.00.

Accept 1 year security monitoring for Annex with Modern systems for monthly monitoring fee of \$41.95. (The Annex already has cellular technology installed.)

Approve cost of installation of hardware in Clubhouse at a cost of \$454.68, including tax.

## **PRESIDENT'S REPORT**

Ruth Southard reported that the Hurricane Fence staff will take a holiday beginning November 24 and continuing for five weeks.

Clubhouse staffing has changed with the shocking experience of Judy Taylor passing and longtime employee Jeanette Wright tendering her resignation. Julie Garcia was hired as a part-time receptionist.

The community has suffered several acts of vandalism. Police officers have offered a couple of ideas for surveillance to the Clubhouse and Facilities Committees.

The Awards committee has started its awareness of the ROSE award.

Homeowner packets will be delivered by Block Captains this week.

Upon a motion duly made and seconded, Pete Steik joining the Facilities committee was approved.

## **OPEN COMMENTS BY BOARD MEMBERS**

No Comments at this time.

## **TREASURER'S REPORT**

Marc Wormser reported that total assets decreased by \$33,956 in part due to cashing one CD and paying fence contractor. Currently stand at \$1,531,178. The replacement reserve is at \$1,097,184, down \$46,247 due to fence construction. Total equity is at \$1,413,153, down \$43,153 from previous month.

The Treasurer's Report was filed for audit.

The Audit for 2013 has been completed and the tax return for 2013 has been filed.

Marc Wormser thanked the financial committee for all they have done to prepare the 2015 budget.

## **MANAGEMENT REPORT**

Tami Smith reported that two CD's have been closed and monies deposited into the fence account.

The 2015 assessment letter will be placed in the homeowner packets to save money on mailing to homeowners that did not receive assessment coupons.

Copies of the Welcome were distributed to the Board for review. The age Survey Letter is included in the Welcome Packet, which satisfies the government requirement for documentation. The Survey does not need to be sent separate from Welcome Packet.

## **CLUBHOUSE MANAGER'S REPORT**

Nancy Triggs presented the report:

- Pool repairs have been completed
- Remaining funds at the end of 2014 will be spent on LED light bulbs

Upon a motion duly made and seconded, a quote from Lake Management for the repair of the west fountain at a cost of \$987.44 was approved.

## **COMMITTEE REPORTS**

Clubhouse Committee: Upon a motion duly made and seconded, the clubhouse hours of operation will be changed, temporarily, to close at 6pm on Friday and Saturday nights was approved when no other activities are scheduled.

Facilities: Don Jensen presented a proposal from CAD Restoration Services to replace approximately 45 sections of fractured street curbing. Upon a motion duly made and seconded, the proposal was approved in the amount of \$14,175.

Don Jensen presented a proposal from CAD Restoration Services to replace 5000 linear feet of hot asphalt street expansion joint sealer. Upon a motion duly made and seconded, the proposal was approved in the amount of \$10,750.

Finance Committee: Marc Wormser presented the 2015 Budget with an assessment of \$222 per month.

Upon a motion duly made and seconded, the Budget for 2105 was approved.

Upon a motion duly made and seconded, the Reserve Budget for 2015 was approved.

## **TASK FORCE**

Fence: No report at this time.

## **ADDITIONAL BUSINESS**

Document Destruction: Upon a motion duly made and seconded, all documents prior to 2008 being destroyed was approved.

Tax Exemption: Upon a motion duly made and seconded, the proposal from O'Neal & Holmes to file for Tax Exemption status with a retainer of \$3,000 was approved.

Strategic Plan: Upon a motion duly made and seconded, the Strategic Plan was approved as presented.

Tree Stakes: Upon a motion duly made and seconded, the proposal for Rustic Scapes to remove tree stakes from 53 homes at a cost of \$5 per tree, with a total cost not to exceed \$600.

Villas Master Updates: Bill Burdick reported that the alarm monitoring with Modern Systems cost will not change for 2015 – 2018 contract.

Bill reported that Villas Master has adopted a resolution for street parking. NO overnight parking hours were defined as midnight to 5 am.

Villas Master 2015 budget will be placed in the homeowner packets.

Homeowner Concern Forms: John Rodriguez presented a spreadsheet of the forms.

**SCHEDULED NEXT MEETING**

There will be a Board Workshop on December 17, 2014 at 3:00 P.M.

The next regular meeting of the Board of Directors is scheduled for January 28, 2015 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**

Upon a motion duly made and seconded, the exclusion to allow an underage to reside with homeowners was approved and will be revisited in September 2015.

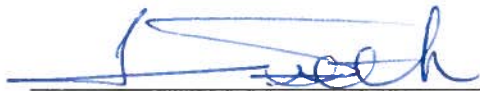
The Board has agreed to staffing of the club house will remain as is until after the first of the year. Hours of operation will be revisited in January 2015, at which time the staffing will be revisited.

**ADJOURNMENT**

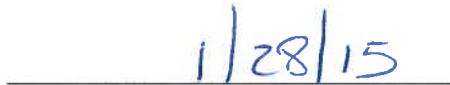
There being no further business, the meeting adjourned.

Respectfully Submitted,

  
Recording Secretary



Approved



Date