

**CLUBHOUSE SUBCOMMITTEE OF
THE BELLAVITA HOMEOWNERS ASSOCIATION
June 20, 2009**

Members Present: Chris Barrera, Karen Bishop, Casenia Caddell, Jack Lauber, Mike Sanders, and Ruth Southard.

Absent: Dennis Mulcahy

Ruth Southard, President of the Home Owners Association Board presented the top three priority assignments to make a recommendation to the Board:

- Club Member Rentals (AV system, table cloths, chair covers)
- Event Displays
- Window Treatment in the Fitness Room

The Committee was asked to look at these issues from the perspective of BVHOA Board running the Clubhouse. Also, to plan for the future when Lennar is no longer involved and we will have tax exempt status. After the recommendations the Committee makes to the Board for their approval, those that are approved will be policy changes to the rules and regulations. The Facilities committee will be responsible for implementing these recommendations involving the facilities. The Clubhouse is closed on New Years Day, Easter, Mother's Day, Father's Day, Thanksgiving and Christmas. Memorial Day, 4th of July and Labor Day the clubhouse will only be open to facilitate the holiday picnics sponsored by the Clubs. Another issue to address will be the donation box for alcoholic beverages served at some events in light of the Texas Beverage and Alcohol Commission's regulations. The issue of clubs being charged for extra hours beyond the normal clubhouse hours is another issue to address.

Use of Audio/Video System (6.A. – page 5 & 6)

The Committee recommends a \$25 per use of the audio/video system fee for anything other than the cable music as well as a \$10.00 per hour fee of operation with a minimum of one-hour should a club employee be in attendance. The audio video system can only be operated by a Bellavita Club employee or a clubhouse-trained member of the Board or Bellavita Club. The club manager will identify when an employee is required for the A/V operation. **NOTE:** *The Board on June 24, 2009 approved this policy.*

Rental of Tablecloths and Chair Covers (6. – page 5 & 6)

The Committee recommends that we do not rent the Club tablecloths or chair covers. The reasons for this recommendation are: (1) Many of our tablecloths are very worn and permanently stained; (2) Our tablecloths are not of the quality to rent; (3) We have no place to store the tablecloths and chair covers to keep them clean and neatly pressed; (4) We have no one to manage the return of the tablecloths and chair covers, and (5) The cost to have them professionally cleaned and pressed is anywhere from \$7 - \$30+ each making it cost prohibitive. It would be cheaper for the renter to rent these items from a party supplier. **NOTE:** *The Board on June 24, 2009 agreed that table cloths and chair covers would not be available for rental.*

Club Member Bereavement Usage (6.C. - page 6)

Approved the policy addition as follows:

Club members may utilize any one room of the Clubhouse for the Funeral/Memorial event for their spouse, immediate family and/or significant other at no cost. The Club Manager will determine the one room that is of adequate size for the expected guests. The Club member may also use the kitchen facilities and kitchen appliances. The Club member or family shall provide disposable items and utensils. Facility usage will not include access to the pool, fitness room, computer room or game room. Arrangements must be made with the Clubhouse Manager and/or staff for the use of the room. Every effort will be made to accommodate requests.

Club Member Rentals for an Organization they are a Member (6.B – page 6)

The committee recommends that Club members wanting to rent the Clubhouse for an organization they are a member fall under 6.B. of the Club BellaVita Rules and Regulations. This type of rental would be considered an outside rental and it would be at the discretion of the BVHOA Board of Directors. The club member requesting the rental must be in attendance during the rental period.

Visitor I.D. Badge for a Caretaker (4.C. – page 4)

The committee recommends that when a caretaker is required to accompany a club member, the guest fee will be waived and a badge will be provided with the title “caretaker.” The generic term “caretaker” will be used on the badge to facilitate usage by more than one named caretaker. The club manager is authorized to issue the badge when requested by a member with details of the reason for the caretaker. The caretaker must be over the age of 19 years and may participate in the activity of the club member as long as it does not restrict usage by other club members desiring to use the devices such as pool table, treadmill, etc. The badge will be surrendered after its usage is no longer needed.

Event Displays

This Committee will research the display boards like the one Heritage Grand has in their clubhouse lobby that has a listing of that week’s special events. The display board is similar to what hotel’s use in their lobbies to list the various events being held that day. We will also research having some kind of display board for the Guard House that club members can read as they enter the community. This will also promote our community to potential residents.

Window Treatments for the Fitness Room

Mike Sanders already has some bids on installing outside solar screens providing 80% shade on all 8 windows (69” x 81” high) in the Fitness room. These same solar screens were installed on his house and they survived Hurricane Ike. The screens were installed by Gary Eggere. A number of residents have used him as well to install their screens.

Mike is going to negotiate with him further to see if he would be willing to lower his price somewhat closer to the next lowest bidder. The committee feels that his quality of work in our community has been very good and we have no experience with any of the other bidders—some higher and some lower than Egger's.

Employee Manual

Karen reported that she had read the Bellavita Master Community Association Employee Manual that the clubhouse manager had been assigned. Much of the manual is based on the AMI employee manual with the addition of some items from other 50+ communities such as Bellavita. There is even a section on security guards should we at some time in the future have security guards at the front gate and in the community.

Children in the Pool

The committee recommends that the clubhouse service desk provide a written list of rules for the pool (Jack Lauber will provide the front desk with the list of rules) to club members as they pay for their guests. The clubhouse service desk can also reiterate to the guests that small children that are not potty trained must wear swimwear protective diapers. We also recommend that the person working the clubhouse service desk monitor the pool area on an hourly basis during the hours children are allowed in the pool. We are aware of the concern of children in the pool but feel with the rules given to guests as they check in at the clubhouse service desk and the employee monitoring the pool on an hourly basis, will eliminate the problems that have occurred. We do not feel grandchildren who are visiting can be eliminated from the pool. **NOTE:** *The Board agreed that a handout (prepared by the Club House Committee) would be given to members requesting a wristband or guest pass to children wanting to use the pool facilities.*

Houseguests of Club Members (4.B. - page 4)

The committee recommends that adult (19+) houseguests visiting club members for 7-60 days who have purchased a badge do **not** need to be accompanied by the club member to use the clubhouse facilities (card room, billiard room, pool, whirlpool, fitness room, etc.) after the initial visit to the Clubhouse Service Desk. **NOTE:** *The Board on June 24, 2009 approved that the houseguest with this I.D. badge may use the Club facilities without being accompanied by a Club Member if they receive an orientation.*

Visitors of Club Members (4.C. – page 4)

The committee recommends that an adult (19+) visitor not staying on site must be accompanied by the homeowner to use the clubhouse facilities. **NOTE:** *The Board on June 24, 2009 approved that this be added to Paragraph 4.C.*

Single Resident Guest (4.E. – page 4)

The committee recommends the following change to Paragraph 1:

All Club members with single status can obtain one reusable guest pass from the Clubhouse Service Desk. This pass will enable the club member to bring one guest at any time to the clubhouse at no additional charge. This pass also entitles the adult (19+) guest the use of all clubhouse facilities without being accompanied by the club member.

Ropes Marking Lap Lanes in Pool - Recommendation from Club Member at Forum

The committee recommends that one rope be installed to divide off the lane closest to the lake, creating two lap lanes for those people swimming or walking lanes.

Classes, Private Instructors and Speakers (21, page 14)

The committee recommends that Paragraph B and C be eliminated and Paragraph A be changed to the following:

- A. Any club member or outside instructor, speaker or group providing an activity to the entire community for a fee must have approval of the HOAB. **NOTE:** *The Board on June 24, 2009 approved this.*

Hours of Operation (2. - page 2)

The committee recommends the following paragraph be added:

The Clubhouse will be closed on the following holidays: New Years Day, Easter, Mother's Day, Father's Day, Thanksgiving, and Christmas. On Memorial Day, 4th of July and Labor Day the clubhouse will only be open to facilitate the holiday picnics sponsored by the Clubs. **NOTE:** *The Board on June 24, 2009 approved this paragraph be added to Paragraph 2.*

Donation Box for Liquor

The Committee recommends that the box just says "Donation" and not promote the liquor being sold.

Fitness Room Equipment Contracts

The committee will look at these at a later time.

Club Member Rentals (6.1– page 6)

The committee recommends that the club member rentals for personal events include one hour of free set up time and one hour of free clean up time. On the day of the personal rental, the club member could request at no charge a longer time for set up if the rental room is not being used. **NOTE:** *The Board on June 24, 2009 approved when a club member rents the ballroom, they are entitled to one hour set up and one hour clean up without charge.*

The next meeting of this Committee will be Saturday, July 18 at 10:00 a.m. in the Craft Room. Thereafter, future meetings will also be on the 3rd Saturday of each month,