

BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC.

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS
OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC.
HELD ON SEPTEMBER 23, 2009 AT 1548 N. RIVIERA CIRCLE, PEARLAND,
TX. 77581.**

DIRECTORS PRESENT

Ruth Southard, President
Ron Gerlach, Vice President
Wayne Johnson, Secretary
Elizabeth Woods, Treasurer

Cris Barrera, Director
Bill Burdick, Director

John Devereux had sent prior notice he was unable to attend.

IN ATTENDANCE

20 Homeowners
Nancy Triggs, Clubhouse Manager
Steve Wynn, Club Maintenance Manager
Alex Taylor, 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. Ms. Ruth Southard, President, presided and the managing agent assisted in recording the minutes.

APPROVAL OF AGENDA

On a motion duly made, the agenda was adopted as amended.

HOMEOWNER/GUEST FORUM

Kim Smith reported that he had cleaned several dryer vents in the community and reported that those vents with long runs and curves appeared to clog easily presenting a potential fire hazard. He recommended installing booster blowers in these situations at an estimated cost to the homeowner of \$495. Ruth Southard advised she would contact the City of Pearland to request additional information or verbiage for distribution to owners.

Roger Valdez requested that the board reconsider installing ceiling fans in the ballroom. He distributed three quotes to do the work, the lowest of which was \$1,991.76 for the fans and \$3,600 for labor. The Board was to consider the request.

CONSIDERATION OF MINUTES

On a motion duly made, the minutes of the meeting held on August 26, 2009 were approved.

TREASURER'S REPORT

Elizabeth Woods reported on the August 31, 2009 financial statement. As of August 31, 2009 the fund balance in the operating account was \$309,434; however, because of prepayments and accruals, the cash balance was \$361,877. \$150,000 was in two certificates of deposit and the balance was in cash. \$75,000 in certificates of deposit are to be purchased in September. The fund balance includes a current year surplus of \$35,071. The fund balance for reserves was \$752,967 and we had that same amount in cash, with \$624,000 of the cash in certificates of deposit. Year to date reserve expenditures approximated \$184,000, mostly for house painting plus door re-finishing, audio/video upgrades and pool heaters. The financial report was accepted.

MANAGEMENT REPORT

The managing agent reported as follows:

- The new credit cards were delivered to the Clubhouse Manager
- 6 dead trees were identified in the reserve and the cost to remove (including stump grinding) was \$650 for the large pine and \$175 each for 5 oaks. The managing agent was to attempt to obtain agreement from the developer to bear the cost. The Board also advised the managing agent that in the case of those owners who had to remove (or who will remove) dead trees, replacement thereof is not required.
- The managing agent had inquired of O'Neal & Holmes whether BellaVita might be eligible for tax exempt status prior to expending funds for the application process. There is concern that the community may not be eligible because it currently provides for certain maintenance of owners' homes. A similar community was denied for this reason.
- Due to non-response from Comcast on the association's request for reimbursement of overbilled fees, the managing agent had contacted a senior executive with Comcast in an effort to set a meeting in order to break the logjam.

CLUBHOUSE REPORT

The Board reviewed and accepted the report submitted by Nancy Triggs, Clubhouse Manager. The following actions among others were taken:

- All Pump quoted \$1,540.39 for new screens for the river and lake pumps as requested by the Facilities Committee. The Board approved the work and Ms. Triggs was to instruct All Pump to proceed.
- G&W completed changing contactors and cleaning condenser and evaporator coils of units 10 through 13 in the air conditioning system. The remaining units will be done during spring 2010.

- The test of using dye in the small lake to help reduce algae buildup has been effective with the added bonus of reducing algae in the river. Ms. Triggs suggested doing so again in the summer of 2010 as needed and the Board concurred.

COMMITTEE REPORTS

Finance: Ms. Woods reported that the Committee met to review the budget on September 11 and that the review was going well. She reported that the Committee recommended that all contracts valued at \$5,000 or more be reviewed by an attorney. The Board asked for a volunteer panel to provide such review. The Board also recommended creation of a standard document to be used for all contracts we issue and have it reviewed by an attorney. AMI will provide a copy of one they use as a template.

Ms. Woods also reported that a budget workshop was scheduled to be held on October 7, 2009 to further develop the 2010 budget.

Ms. Woods reported that the AMI agreement form had been reviewed and that a meeting was being scheduled to review the contract with the managing agent in order to clarify certain roles and responsibilities

Facilities: Carl Weber reported on behalf of the committee on the status of the gates. The gates require new controllers and the Committee is also looking into additional enhancements. The Board authorized up to \$10,000 for immediate repairs necessary to restore proper gate function. Facilities will meet on September 29 to select a contractor for installing the controllers and to develop a scope of work and agree on installation priorities for the enhancements.

Grounds Committee: Becky Spedden reported on behalf of the Committee and requested approval of Diane Nicholas's appointment to the Committee. The board approved. Ms. Spedden reported that the Committee was getting estimates to replace dead roses and requested \$700 for new planting on Modena Court. The Board authorized the expense.

Neighborhood Preservation: Ann Weiss reported on behalf of the Committee that its purpose was one of education versus enforcement. She reported that the Committee had met twice and was working on prioritizing areas of concern. The members planned to ride with the inspector to familiarize themselves with the process and would also work with the managing agent on the verbiage of letters.

OLD BUSINESS

Fences: After due consideration the Board approved the definition of fences as submitted by the fence task force and approved the following as its fence policy: *"The Board intends to maintain, repair or replace fences that were installed by the Declarant as set forth in the declarations of covenants, conditions and restrictions except in the event of*

catastrophic damage.” The board will review this fence maintenance plan each year as part of the annual budget process as it does for all expense items.

NEW BUSINESS

Homeowner Concerns: Wayne Johnson reviewed recent Homeowner Concern Forms regarding landscapers blowing clippings into the sewers, speeding, landscape maintenance on Berlino and South Primavera and overnight parking on the streets. The concerns were forwarded to the managing agent and appropriate committees for follow up.

Committee Appointments: Ruth Southard reported that Tom Ferguson and Billy Potter had been submitted for appointment to the Facilities Committee. The Board approved the appointments.

Committee Resignations: Ruth Southard reported that Carol Grisanti had submitted her resignation from the Communications Committee. The Board thanked Ms. Grisanti for her service and accepted her resignation with regret.

SCHEDULE NEXT MEETING

The next meeting of the Board of Directors was scheduled to be held Wednesday, October 28, 2009 at 3:00 p.m. Future Meetings were scheduled to be held on November 18, 2009 and December 16, 2009.

ADJOURNMENT

There being no further business, the meeting adjourned.


Respectfully Submitted,



SECRETARY



APPROVED



Date