



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC. HELD ON WEDNESDAY, APRIL 27, 2022, AT 3:00 P.M.

DIRECTORS PRESENT

Don Smith, President
Dallas Smith, Vice-President
Bernie Bouman, Treasurer
Sandra Talley, Secretary
Billy Potter, Director
Kenneth Wiggins, Director

DIRECTORS ABSENT

Danny Koons, Directory

IN ATTENDANCE

22 Homeowners were in attendance.
Shannon Boogades, Community Manager, Inframark

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 3:00 PM by Don Smith, President; Shannon Boogades recorded minutes.

CONSIDERATION MINUTES

Upon a motion duly made and seconded the February 23, 2022, regular meeting minutes, the Annual Meeting Minutes of March 23, 2022, and the Annual Organizational Minutes of March 23, 2022 were approved as presented.

CONFIRMATION OF ELECTRONIC VOTING

Don Smith briefly discussed the following email votes. Each had motion made; seconded and motion passed.

- Email vote for approval for the Creation of the Choir group.
- Email vote for approval for raising the petty cash amount.
- Email vote for approval for replacing the Pool Heater.
- Email vote for approval for the Pool/Spa Electrical Work.
- Email vote for approval for Interior Electrical Work (Belle's Closet/Women's Restroom).
- Email vote for approval for Fabric Change for Lobby Furniture
- Email vote to decline request for Mahjongg Table

PRESIDENT'S REPORT

- Don Smith mentioned it was Administrative Professionals Day and the Board bought the staff lunch.
- Wanted to thank the Elections and Awards Committees for their excellent job for the 2022 Election and the "not so secret" Rose Award for Lark Billick.

- Don Smith introduced the entire Board and the Officers positions. We have two new Board members: Kenneth Wiggins and Danny Koons. Re-election for Billy Potter.

OPEN COMMENTS BY BOARD MEMBERS

Dallas Smith thanked the residents in the audience for coming to the Board meeting. Bernie Bouman advised that the fence committee reviewed 12 vendors and have chosen 4 whom have been personally interviewed. The Request for Proposal should be finished by May and the goal is to have a Community Forum sometime in June.

TREASURER'S REPORT

FOR FEBRUARY 28, 2022, FINANCIALS

The Operating Fund as of February 28, 2022, was \$273,660.36. This balance is down slightly from our January 2022 balance.

The Reserve Fund balance for the same period was \$1,326,102.98 down \$22,723.10 from January 2022. There were a couple of final invoices for painting the exterior of the common properties paid from the reserve account.

The finance committee has reviewed the monthly financials and I move that the Board accept the February 2022 financial statements as prepared by Inframark. Motion was seconded and motion carried.

FOR MARCH 31, 2022, FINANCIALS

The Operating fund as of March 31, 2022, was \$270,841.05, down slightly by \$2,819.31 from the February 2022 balance.

The Reserve fund balance for the same period was \$1,342,659.77 up \$16,556.79 from February 2022.

The finance committee has reviewed the monthly financials and I move that the Board accept the March 2022 financial statements as prepared by Inframark. Motion was seconded and motion carried.

MANAGING AGENT'S REPORT

March 2022

- Job requisition for Maintenance has been opening and posted. It has been posted on Indeed, LinkedIn, Inframark website and other websites.
- We will have an Inframark helper here during the week.
- Billed and received \$150 for pest control company tailgating and knocking off the barrier arm.
- Ice Machine preventative maintenance scheduled and completed March 10.
- Discussed with Sandra a homeowner concern form regarding front lighting.
- The transition has been repaired. If it does not stay down, we will have to call Art from Art & Floors.
- Received RusticScapes Information stats for February and upcoming March tasks. It will be posted in next week's newsletter.
- Ford was here this week to install new tops for the handheld mic's. In addition, one of the components had a button stuck. This was repaired.
- Approved estimate to fix seat on gym equipment. \$145.92 Promaxima to service machine in gym. The part is on order. As soon as the part comes in, we will be out to install the part.

April 2022

- Job requisition for Maintenance has been opening and posted. There are 2 candidates that will be interviewed.
- Promaxima has repaired the seat on a piece of equipment that was requested in March.
- Copier behind the desk had repairs made to it.
- Collections are ongoing for the garage sale permits.
- Staff is cataloguing and filing past Architectural Applications for Manager reference.
- The gym A/C went out and valve cores and caps were replaced in addition to rewiring of the compressor that was not starting the capacitor.

COMMITTEE REPORTS

Don Smith mentioned that although Connie Harry had not run for the Board again, she has stepped up to be the Finance Committee Chair. Don Smith thanked the following for stepping up to volunteer because without our volunteers we would not have the BellaVita we know and love. The following have been requested to join various committees:

Requested to add: Finance Committee Chair; Connie Harry, Community Relations Committee: Sarah Barnett, Dorothee Buckley, Joyce DeLoach, Diane Nicolas. Nature Reserve: Pam Quinn, Larry Robbins, Alan Bryant, Roger Dornaus. Communications Committee; Sue Steik, Karen Wiggins, Suzanne Matocha. Facilities: Ron Westfahl; Grounds: Mary Westfahl.

- Architectural Committee – Ruth Southard- None Available
- Awards Committee – Sandra Bornstein –None Available
- Clubhouse Committee – Cindy Dutschke – None Available
- Communications Committee – Lark Billick- None Available
- Community Relations Committee – Janet DelSardo – Janet explained a AED program that Diane Nicolas had contacted where we would do a lease to own for 3 years for 3 AED machine and a maintenance charge of \$99.00 per month after the AED's are paid for. Board to take it under advisement.
- Elections Committee – Ruth Southard – None Available
- Facilities Committee – Dorothy Barrera – None Available
- Finance Committee – NONE – None Available. Bernie Bouman mentioned that the Finance Committee has voted to have Connie Harry fill the position as Chair on the Committee. The Finance Committee has also voted to update their Mission Statement which passed. Board reviewed Statement and approved.
- Grounds Committee – Diane Nicolas – None Available
- Nature Reserve Committee – Linda Kuhn – None Available

ADDITIONAL BUSINESS

Villas Master – Billy Potter mentioned that the Villas Master meeting was the previous Monday, April 25, 2022. Butch Sparks and Salman Khan were up for re-election. As there were no other notices of intent; Butch Sparks and Salman Khan were voted in by acclamation. Butch Sparks will remain as President, Dallas Smith is Vice-President, Gaylyn DeVine will remain as Treasurer and Salman Khan will remain as Director.

Homeowner Concern Forms – There were many homeowner concern forms turned in. Sandra Talley read several:

- Illuminated paint at the entrance.
- Sprinkler issue
- Donated Foosball table
- Shredding event
- Homeowner calling Staff names – Board sent letter to homeowner.
- Thefts in the pantry/fridge
- Save and install a sidewalk.

There were many “Going the extra mile” forms which Sandra Talley mentioned.

- There were 2 for resident for Lark Billick for going above and beyond for the community.
- A great job! that Shannon is doing; giving 100%. We are fortunate to have her and her staff.
- There were 2 for Elke and what a great job she has done with the SuperBowl and assisting with the decorating for the Chili Cook-off.
- There were 2 for Carolina for her smile and willingness to help.
- There was one that was for the Front Desk staff for all their help throughout the year.
- There was one to say “Thank you” to Carolina and Laura for doing a great job at the New Year’s Eve Party, 2022.

NEXT SCHEDULED MEETING

- Next regularly scheduled meeting is on May 25, 2022, at 3:00 p.m.

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.

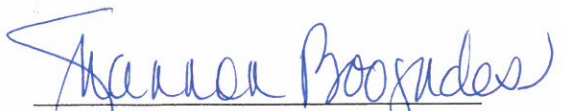
RECONVENE OPEN SESSION -SUMMARY

- There were several accounts that the Board requested the Manager to send reminder letters to and Final Demand letters.
- The Manager was instructed to discuss the accounting of one account.
- Personnel concerns were discussed.

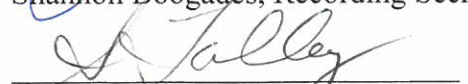
ADJOURNMENT

There being no further business, the meeting adjourned at 4:44 PM

Respectfully Submitted,


Shannon Boogades, Recording Secretary

5/25/2022
Date


Approved, Sandra Talley, Secretary

5/25/2022
Date