



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS' ASSOCIATION, INC. HELD ON WEDNESDAY, APRIL 26, 2023, AT 3:00 P.M.

HOMEOWNER SPEAKER – Steve Anderson-hearing regarding violation

DIRECTORS PRESENT

Don Smith, President
Dallas Smith, Vice President
Billy Potter, Secretary
Bernie Bouman, Treasurer
Kenneth Wiggins, Director
Danny Koons, Director
Mary Walker, Director

DIRECTORS ABSENT

None

IN ATTENDANCE

27 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 OF MINUTES

Upon a motion duly made by DE Smith, seconded by Bouman, the February 22, 2022, regular meeting minutes were approved as presented. Upon a motion duly made by Potter; seconded by Wiggins, the Annual Meeting Minutes of 3.23.23 were approved as presented. Upon a duly made motion by Potter; seconded by DE Smith, the Annual Organizational Meeting Minutes of 3.23.23 were approved as presented.

CONFIRMATION OF ELECTRONIC VOTING

Don Smith briefly discussed the following evotes:

- Flooring in the Annex
- Lakeside Concrete
- Scarsdale Wall Tree Removal
- AED Purchase
- Front Desk Flooring
- HVAC Repair
- Replacement Recumbent Bike

PRESIDENT'S REPORT

- Amegy Bank account has signers that are no longer on the Board (Connie Harry, Dianne Clement, and Steve Anderson) and need to be removed and Dallas Smith, Bernie Bouman and Shannon

Boogades will be new signers to mirror our other accounts. Motion made by Bernie Bouman, seconded by Billy Potter, Motion carried.

OPEN COMMENTS BY BOARD MEMBERS

Billy Potter mentioned that the TEC (That's Entertainment Club) has made changes in their By-laws, A) In order to run members must now have attended 6 of the last 12 monthly meetings; instead of the 8 it is now. A standing committee chair will be appointed in the November meeting; Election of offices will be held in December and new officers will take office in January. B) The nominating committee members may be nominated from the floor if they qualify by attending 6 of the last 12 months, instead of 8 months as is written now. These changes have been presented to the TEC membership 2 meetings in a row (January 2023 and March 2023) with no rejections. Potter made motion to accept changes to TEC By-laws; DE Smith seconded; motion carried.

Dallas Smith thanked everyone for coming.

Bernie Bouman gave a brief overview of the status of the Scarsdale Wall.

TREASURER'S REPORT

The Operating Fund as of February 28, 2023, was \$199,365.27, down \$14,709.02 from our January balance. The operating fund as of March 31, 2023, was \$202,898.15, up \$3,532.90 as of the February balance.

The Reserve Fund as of February 28, 2023, was \$1,157,671.07 up \$19,297.88 from our January balance. The Reserve Fund as of March 31, 2023, was \$1,163,472.09 up \$5,801.02 from our February balance.

The Finance Committee has reviewed the monthly financials and I move that the Board accepts the February and March financials for audit. Motion made by Bouman, seconded by Wiggins, motion carried.

In addition, Bernie Bouman gave the Finance Committee's recommendation to the Board of Directors:

The Finance Committee reviewed three (3) potential opportunities for banking investments to increase our interest rate of return on our Reserve Funds while keeping in mind the parameters of our Investment Policy for protection of our HOA funds.

Personal contact with three financial institutions was made and these discussions were reviewed in committee, including liquidity, anticipated interest rates and the positive impact on the Reserve Funds.

Finally, the Finance Committee passed a unanimous motion to set up a brokerage account Wells Fargo Advisors. This recommendation was reviewed at the April 10, 2023, Board workshop.

The Finance Committee recommendation is outlined as follows:

1. Create a brokerage account with Wells Fargo Advisors. Shannon will work with the agent to provide all the necessary paperwork.
2. The amount of **\$500,000.00** be transferred from our Reserve Account into the brokerage account with the possible allocation:
 - a. Money Market Account – opening balance \$250,000. Keep in mind that transfers in/out generate a \$7.00 fee for each transaction so this money should be kept intact as much as possible.
 - b. Purchase 1 or more certificates of deposit totaling \$250,000 not to exceed 6- month maturity. By keeping the CDs in-house through the brokerage account, we lose the problem previously encountered by shopping banks for rates.

3. The Committee understands that there are internal controls that the board will need to implement regarding the maintenance and management of the account through the various directors and officers and has every confidence in the board.

Based on the above, Bouman moves the Board adopt the recommendation of the Finance Committee; seconded by Koons; motion carried.

MANAGING AGENT'S REPORT

Modern Systems has been out to do the fire alarm testing. We have a bad smoke detector, and it must be repaired. Cost is estimated to be \$300 – 450.00 depending on labor and tax.

Gate repair was done. The visitors side barrier arm flipped back the wrong way and had stopped communicating with the call box. The residents' side had a battery that was unplugged and had an alarm going off. The vendor repaired both issues. Also, changed the location of the eye so that it will not be knocked out of alignment when people hit the barrier arm.

Annex needed a new thermostat and was replaced with a new one.

The A/C was checked and repaired in the Belles closet and restrooms.

Preventative Maintenance was completed on the ice machine.

A plug in the ice machine was not completely secure so the vendor came back out to fix it. No charge.

Flood insurance has been paid for the Annex.

Palm trees were trimmed, and 5 trees were taken down at the Grounds Committee request.

Requested pricing for additional work from RusticScapes as requested by Grounds committee.

In contact with 3 new A/V companies for additional comparisons for the bids already received. One is scheduled to do a site visit. This site visit was completed, and we are waiting for the bid to be delivered.

New Recumbent bike approved waiting for scheduling.

Alexa has given her notice and a job request has been created and posted.

COMMITTEE REPORTS

The Grounds Committee has added Maylene Moore, J.T. Davis, and Janet O'Connor to the committee and have been submitted to management for insurance purposes. BellaVita website will be updated accordingly. Wiggins made a motion to accept these volunteers to the Grounds Committee, Walker seconded, motion carried.

- Architectural Committee – Ruth Southard- None Available
- Awards Committee – Sandra Bornstein –None Available
- Clubhouse Committee – Carlos Trevino– Recommendation from Committee for reflooring the kitchen and Arts and Crafts Room. Motion made by DE Smith, seconded by Walker. Motion carried. Recommendation from Committee to post “did you know” signs around the clubhouse. This will be added to the newsletter and placed in strategic places around the clubhouse and annex. The board as a whole agreed this would be helpful reminding patrons of the various rules and regulations that BellaVita does have for its facilities.

- Communications Committee – Lark Billick- None Available
- Community Relations Committee – Billie Velazquez updated the Board that the original choice was back ordered as was their second choice. The 3rd choice is available. Committee requesting approval, Potter made motion to accept changes, Koons seconded, motion carried.
- Elections Committee – Ruth Southard – Don Smith read the election report provided by Ruth Southard. The Elections Committee was within their budget.
- Facilities Committee – Rex Hemme – House painting is going well as is the door refinishing. Door refinishing is being planned for 30 a week. Rex has not heard of any complaints.
- Finance Committee – Connie Harry – Bernie Bouman mentioned the Finance Committees recommendation.
- Grounds Committee – OPEN- Shannon Boogades is operating as an administrative level assistant for the Grounds committee. Currently, it is a temporary situation, but the Committee seems to be functioning well.
- Nature Reserve Committee – Linda Kuhn – Rex Hemme did mention that the walkway has been installed although there are some areas that are holding water and will need to be addressed.

ADDITIONAL BUSINESS

Villas Master – Villas Master has their Annual meeting, Gaylyn DeVine will hold her position from Villa Verde, and Kelly Pitts will hold his position from Villa D’Este. Villa D’Este is looking to get cameras for access points into their community. They are getting bids for the repair of cracking on their monument sign. Landscape enhancements made in Phase 1 and landscape lighting upgrades at entrances. Villa Verde has concerns about thefts in their neighborhood.

Homeowner Concern Forms –

- There were several regarding RusticScapes; one was a neighbor-to-neighbor issue – Billy Potter reminded everyone present that the Board does not get involved in neighbor-to-neighbor issues. Others were regarding the clock at the pool, drinking fountains that needed to be turned on and cleaned. All have been completed.

NEXT SCHEDULED MEETING

- Next regularly scheduled meeting is on May 24, 2023, at 3:00 p.m.

ADJOURNMENT

The open portion of the April 2023 Board of Directors meeting was adjourned at 4:04 p.m.

EXECUTIVE SESSION

Executive session was called to order at 3:50 p.m. 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 where the Board requested updates on noted delinquencies and requested reminder notices be sent.
- There was discussion regarding a letter to the homeowners regarding 3' easement for the Scarsdale Wall.
- There was a discussion regarding an appraisal of a piece of property within BellaVita.
- There was a discussion regarding driveways.


ADJOURNMENT

There being no further business, the meeting adjourned at 4:57 PM

Respectfully Submitted,


Shannon Boogades, Recording Secretary

5/24/23
Date


Approved, Billy Potter, Secretary

5/24/23
Date