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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 AUGUST 25, 2010 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.**

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**DIRECTORS PRESENT**

Ron Gerlach, President

Wayne Johnson, Vice President

Cris Barrera, Secretary

Elizabeth Woods, Treasurer

Bill Burdick, Director

Ruth Southard, Director

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

**IN ATTENDANCE**

21 Homeowners were in attendance

Nancy Triggs, Clubhouse Manager

Alex Taylor, representing the managing agent, Association Management, Inc.

**HOMEOWNER/GUEST FORUM**

No homeowners had any business to bring before the Board.

**CALL TO ORDER**

Due notice of the meeting having been given and a quorum being present, the meeting was called to order. The president, Ron Gerlach, presided and the managing agent assisted in recording the minutes.

**ADOPTION OF AGENDA**

On a motion duly made, the agenda was adopted.

**CONSIDERATION OF MINUTES**

On a motion duly made the minutes of the meeting held July 28, 2010 were approved.

**PRESIDENT'S REPORT**

Ron Gerlach reported that the Board had agreed by unanimous consent to a settlement arrangement with a delinquent homeowner. He further reviewed the five existing task forces which included two new ones for the nature reserve and the sales office. Bill Burdick was appointed to lead the task force that was to develop a plan and budget for the eventual transfer of the sales office to the Association. Ruth Southard was appointed to lead the task force that was to provide legal review and develop documents relative to the assumption of the nature reserve and to develop plans for its usage.

## **TREASURER'S REPORT**

Elizabeth Woods reported on the July 31, 2010 financial statement. The Operating Fund balance was \$330,715, including \$11,515 from the current year deficit. The deficit was expected because operating expenses increase during the summer months then decline again in the fall. The Operating Fund's cash balance of \$400,389 included \$146,867 held in a checking account and about \$232,000 held in certificates of deposit. The fund balance for reserves was \$884,859 with the same amount in cash. Approximately \$627,000 was invested in certificates of deposit with \$257,477 in a checking account. Approximately \$132,000 had been contributed year to date to the Replacement Reserve and approximately \$96,000 had been expended; most recently for house painting and redoing the outdoor furniture. Ms. Woods reported that year to date operating deficit was right on target with the budget and varied by only \$163. Ms. Woods briefly reviewed the major line item variances. The Treasurer's Report was accepted.

## **MANAGEMENT REPORT**

The managing agent reviewed his written report of actions taken including:

- Submission of information on the IRIS system to the Communication Committee.
- Submission of a DVD on disaster preparedness to the Communications Committee.
- Comcast had confirmed it would credit the \$30,000 plus in historical overpayments in two parts to the August and September 2010 bills.
- Continued follow up to obtain a meeting with Friendswood Development regarding the pool deck and final development plans.
- Review of the open service requests as of August 23, 2010.

## **CLUBHOUSE REPORT**

Nancy Triggs submitted a written report including the following:

- The three new computers had been purchased, installed and were all working well.
- The copier contract must be renewed for a minimum of 1 year. The board agreed not to renew the contract and authorized Ms. Triggs to call out for service as needed. She was also to obtain quotes for a new copier for review at the September board Meeting.

## **COMMITTEE REPORTS**

Finance: Elizabeth Woods submitted a report from the Finance Committee that indicated Houston Lawn was paid for 5 mowings in July but would bill for 4 mowings in August. This created a discrepancy as the contract with Houston Lawn called for 4 mowings in July and 5 in August. This was more of a timing issue that did not materially affect the budget. Ms. Woods also reported that refunds of past overpayments to contractors would be made by Rick's Door Refinishing but that Jr. D refused to refund any overpayment.

Elizabeth Woods reported that the decision by the Board at the July meeting regarding the Treasurer's request to review all invoices was reversed as the By Laws of the Association clearly authorized the Treasurer to take measures she deemed appropriate to manage the finances of the Association. Ms. Woods reported that she has instructed AMI and the Clubhouse Manager to resume the process that required her approval on all invoices before they are paid.

Elections: Carol Uran advised there was nothing to report.

Architectural Review: Jim Moore submitted proposed revisions to the ARC guidelines regarding hurricane shutters. The Board approved the revisions as amended and requested the ARC to post some examples of permanent shutters which had been approved. As the Committee was currently reviewing the Guidelines for other possible revisions the board agreed to defer recording of the hurricane shutter revisions until completion of the review. At that time a complete amended and restated set of guidelines would be recorded.

Facilities: Carl Weber reported that:

- All 68 homes scheduled for painting had been completed aside from minor punchlist items.
- 49 homes were to be painted during 2011.
- The contracts regarding door refinishing, mosquito spraying and pool maintenance all expire December 31, 2010. The Committee recommended renewal of each under their current terms. Mr. Weber was to obtain renewal contracts for review by the Board.
- Roger Valdez reported that several trees would need trimming to avoid interfering with streetlights. The matter was referred to the Grounds Committee. Homeowners whose trees interfered with streetlights were responsible for the cost of trimming.

Grounds: Dorothy Darden reported that the Committee proposed to complete landscaping of both sides of the Clubhouse at a cost of up to \$7,000. The Committee was authorized to proceed up to the limits of its budget and to advise the Board if additional funding was necessary.

Clubhouse: Casenia Caddell had previously submitted proposed Lake Area Rules for the board's consideration. On a motion duly made the board approved the rules and they were adopted.

Communications: Bill Burdick reported that the Committee was reviewing signage to determine which to remove, replace, repair or add. Bob Stockinger was the leader for the sign review and he summarized his group's efforts. The Board authorized the Committee to move immediately to install no trespass signs at the lake.

Community Relations: Carol Uran advised there was nothing to report at this time.

Neighborhood Preservation: Ann Weiss advised there was nothing to report at this time.

### **ADDITIONAL BUSINESS**

Committee Mission Statements: the Board approved all of the Committee Mission Statements as submitted with the understanding that the Neighborhood Preservation committee would further develop theirs.

Fence Task Force: Wayne Johnson reported that the Task force had submitted its preliminary report and would meet with the Board in a workshop to review the Task force's recommendations and potential costs.

Homeowner Concerns: Cris Barrera submitted the homeowner concerns. All but three had been resolved. The Board reviewed the remaining concerns and referred them for action as appropriate.

Villas Master: the managing agent included the update as part of his report.

Nature Reserve Workshop: the board agreed to hold a brief workshop on September 8, 2010 at 5:00 p.m. to review the current status of the transfer of the nature reserve to the Association.

**SCHEDULE NEXT MEETING**

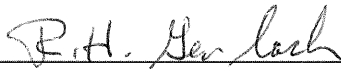
The next regular meeting of the Board of Directors was scheduled to be held September 22, 2010 at 3:00 p.m. in the Club BellaVita ballroom.

**ADJOURNMENT**

There being no further business, the meeting adjourned.

Respectfully Submitted,

  
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Recording Secretary

  
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Approved

9/29/2010  
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Date