

BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC.

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON AUGUST 26, 2009 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.

DIRECTORS PRESENT

Ruth Southard, President
Cris Barrera, Director
Elizabeth Woods, Treasurer

Ron Gerlach, Vice President
Wayne Johnson, Secretary

John Devereux and Bill Burdick had sent prior notice they were unable to attend.

IN ATTENDANCE

21 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 revised and adopted.

HOMEOWNER/GUEST FORUM

Glenn Chaney appeared before the Board to appeal the managing agent's request to remove storm shutters for which he had not applied. He further stated that he wanted to leave the shutters in place until the end of hurricane season due to travel plans. The board directed the managing agent not to pursue legal action in this case. After discussion the Board referred the issue of hurricane shutters to the Architectural Review Committee and reminded Mr. Chaney that any and all changes to the exterior appearance of his home or lot required prior approval.

Benny Rains presented on behalf of the Veterans Group a plan to install 48 trees around the detention pond over a five year period as memorials to homeowners from the community. He reported that the Group had received prior acceptance of the plan from the city and the utility district. Mr. Rains requested 1) approval of the concept for a Memorial Walk, 2) up to \$1,000 from the Grounds Committee to pay for a water meter for necessary drip irrigation, and 3) agreement for the Association to pay for irrigation

water. After discussion and on a motion duly made the Board approved the Veterans Group's requests.

CONSIDERATION OF MINUTES

On a motion duly made, the minutes of the meeting held on July 22, 2009 were approved as amended. On a motion duly made the minutes of the special meeting held August 6, 2009 were approved as amended.

TREASURER'S REPORT

Elizabeth Woods reported on the July 31, 2009 financial statement. As of July 31, 2009 the fund balance in the operating account was 294,325; however, because of prepayments and accruals, the cash balance was \$357,549. \$150,000 was in a two certificates of deposit and the balance was in cash. \$75,000 in certificates of deposit will be purchased in September. The fund balance includes a current year surplus of \$19,963. The year to date surplus exceeds the budget by \$20,390.

The fund balance for reserves was \$736,066 and we had that same amount in cash, with \$621,602 of the cash in certificates of deposit. Year to date reserve expenditures included approximately \$111,000 of house painting, \$30,000 for painting doors, \$14,000 for pool heaters and \$16,000 for the audio/video upgrades. Ms. Woods reported that she had worked with G&G and the managing agent regarding the painting contract and that they had jointly agreed to reimburse \$9,100 to the Association following an apparent misunderstanding of what was to have been included in the contract. Ms. Woods thanks both parties. The Board accepted the financial report.

MANAGEMENT REPORT

The managing agent reported as follows:

- The streetlights had been ordered and paid for and that it was awaiting word from Centerpoint on the actual installation schedule.
- He had obtained a detailed breakdown of Hurricane Ike fence repairs from the contractor along with a color coded map and related invoices so that a review can be made to determine that each of Villa Verde, Villa D'Este and BellaVita paid the proper amounts.
- A signature card and pledge resolution was distributed for execution to complete the process of obtaining a \$5,000 credit card that was backed up by a \$6,000 CD.
- Work was released to have a dead tree removed that was infested with pine bark beetles.
- Houston Lawn had submitted a proposal to the Landscape Committee to mow a 5' swath along the perimeter areas of the community and the Committee would report separately.
- AMI's Pearland Office was slated to open in October 2009 and that Alex Taylor would remain with BellaVita.

- The managing agent reported on the action items from the prior meeting and submitted a review of the 117 open service requests.

CLUBHOUSE REPORT

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

- All Pump replaced the river pump after two failures. The work should be under warranty
- The Board approved \$1,650.81 for G&W to change contactors and clean condenser and evaporator coils of the air conditioning system.
- The Board approved the Clubhouse Manager's purchase of two outdoor umbrellas for the pool at a cost of \$599.90.
- The Board approved allowing the clubhouse manager to lead a chair exercise program until an owner agrees to do so.
- The Board approved having Lake Management test using dye in the small lake to help reduce algae buildup.

FENCE TASK FORCE

Ron Lauve reported on behalf of the Committee that after much consideration three types of fences were defined: "perimeter fences", "unit fences" and "fences on common property." The definitions will assist in alleviating misperceptions and confusion about who is responsible for what type of fence. The Board accepted the definitions, thanked the Task Force for their efforts and dissolved them.

COMMITTEE REPORTS

Facilities: Wayne Johnson reported on behalf of the committee that Carl Weber was proposed as the Committee's chair and that the Committee was seeking volunteers to fill two positions vacated by Benny Frank and Lyle Ganuchau. The Board approved Mr. Weber's appointment.

Grounds Committee: Elizabeth Woods reported that the Committee met three times during the past month and that the Committee had obtained a quote from Houston Lawn in the amount of \$155 per mowing to mow a five foot wide swath along the exterior of the perimeter fence and \$10 per lot for mowing strips on vacant lots next to occupied homes. The perimeter mowing was proposed to be done every other visit by Houston Lawn. On a motion duly made the Board approved the perimeter mowing and the mowing of five foot wide strips on vacant lots adjacent to occupied homes 12 times a year. Ms. Woods also reported that the Committee had discussed planting ligustrum along Modena for \$210 or leveling and sodding the area for \$1,060. After discussion the Board deferred a decision and agreed to just have the area mowed for the time being. In response to an owner inquiry, the committee recommended that there be no birdhouses permitted on common area. The Board concurred.

Clubhouse: Jack Lauber reported on behalf of the Committee and proposed approval of two new Committee Members: John Rodriguez and Marjorie Parham to fill two vacancies on the Committee. The Board approved the appointments. He further proposed a purchasing policy for the clubhouse as follows: "At times, clubs may use their funds to purchase appliances, fixtures or other items to be used at the Clubhouse. These items will become part of the Clubhouse inventory and be covered by the Clubhouse insurance. Such items valued at less than \$500 and not permanently affixed to the facility may be purchased without HOA approval. Items permanently affixed to the facility or valued at \$500 or more are subject to HOA approval. Request for approval can be processed through the Clubhouse Committee." After discussion the Board approved the procedure with the proviso that the Clubhouse Manager be able to accept or reject offers or donations from Members.

Finance: Elizabeth Woods reported that the committee met August 21, 2009 to review the financial statements and sent several questions to the managing agent plus requests for reclassifications. Ms. Woods asked the managing agent to send copies of invoices prior to payment for the next couple of months so that amounts and classifications may be confirmed.

Community Relations Committee (CRC): Ruth Southard reported that a hurricane preparedness booklet had been produced and was being distributed to the community via its block captains.

OLD BUSINESS

Front Gates: Ruth Southard reported that the Facilities Committee suggested criteria for selecting a contractor to perform the necessary work on the front gates. The Board approved the criteria which were to be inserted in the scope of work. Requests for proposal were being sent to four contractors. A pre-bid conference was scheduled to be held on September 11, 2009 and the bids were due to be received by the clubhouse Manager no later than September 18, 2009. The committee was to review the bids and make its recommendation to the Board for its meeting on September 23, 2009.

House Painting Contract: Elizabeth Woods reported that the Facilities Committee was working on a new contract.

NEW BUSINESS

Homeowner Concerns: Wayne Johnson reviewed recent Homeowner Concern Forms regarding an additional exercise bike, dead trees, lawn maintenance and driveway stains and asked the managing agent to follow up appropriately.

Fences: Although the Association is currently performing all maintenance, it was generally agreed that it did not have the ability to replace all fences in the event of a

disaster because it could not insure unit fences and that individual homeowners would have to assume that responsibility.

Pine Bark Beetles: In discussing whether or not to spray trees to prevent pine bark beetles, the board asked the managing agent to have an arborist review and make a recommendation on the most cost effective way to proceed. The Board asked the managing agent to expedite removal of two infected trees on the lake front.

CAI Membership: In discussing whether the board or individual members should join Community Association's Institute, the Board deferred a decision but asked the finance committee to include the membership cost in a Professional development category in the 2010 budget. The managing agent was to invite Ruth Southard as a guest to the next meeting of the local chapter.

Committee Appointments: Ron Gerlach was appointed as an alternate Board Contact for the Facilities committee and Glenn Chaney was appointed to the Neighborhood Preservation Committee (NPC).

SCHEDULE NEXT MEETING

The next meeting of the Board of Directors was scheduled to be held Wednesday, September 23, 2009 at 3:00 p.m. Future Meetings were scheduled to be held on October 28, 2009, November 18, 2009 and December 16, 2009. The next Homeowner Forum was announced for Monday, September 14, 2009 at 7 p.m.

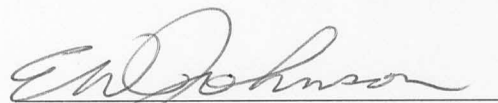
EXECUTIVE SESSION

The Board adjourned to Executive Session. Following Executive Session, the Board reconvened in open session.

ADJOURNMENT

There being no further business, the meeting adjourned.

Respectfully Submitted,


SECRETARY

8/23/09
DATE


APPROVED AS CORRECT