

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 OCTOBER 28, 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 Devereaux, Director

IN ATTENDANCE

7 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

No homeowners brought business before the Board

CONSIDERATION OF MINUTES

On motions duly made, the minutes of the meetings held on September 23, 2009, September 29, 2009 and October 7, 2009 were approved.

TREASURER'S REPORT

Elizabeth Woods reported on the September 30, 2009 financial statement. As of September 30, 2009 the fund balance in the operating account was \$318,343; however, because of prepayments and accruals, the cash balance was \$381,050. Approximately \$225,000 of the operating fund was in certificates of deposit and the balance was in cash. The fund balance included a current year surplus of \$43,981. The fund balance for reserves was \$776,952 and we had that same amount in cash and certificates of deposit. Approximately \$625,000 was invested in certificates of deposit with the remaining balance in cash. 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 managing agent's Pearland office was opening on November 11, 2009.
- The managing agent had implemented a centralized resource center designed to provide answers to questions and problems without have to transfer – the person answering the phone would be able to provide the answer.
- Comcast had confirmed \$13,000 in credits and additional information had been submitted to Comcast to support additional credits.
- R-West had not yet responded to requests to remove a large dead pine that was endangering an owner's property.
- O'Neal & Holmes recommended against applying for tax exempt status because of the Association's maintenance of the exteriors of homes and fences.
- 106 service requests were being pursued including common area work, deed restriction violations and various homeowner requests.

CLUBHOUSE REPORT

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

- The Clubhouse Manager was authorized to have Brinkman Roofing proceed with roof repairs to the clubhouse.
- A new pressure washer had been purchased and, after an exchange, is working satisfactorily.
- The spa backwash valve, the front fountain pump impeller, and the pool auto-fill mechanism were all replaced.
- A quote from Lake Management to replace rusting electrical boxes was referred to the Facilities Committee.
- The window washers and carpet cleaners will be at the clubhouse on Monday November 2, 2009.
- The helium tank had been replaced.
- In response to an inquiry about placing the old ice machine outside, ISI advised that it would not be practicable.

COMMITTEE REPORTS

Architectural Review: James Moore, Chairman, submitted a written report and Ruth Southard reported on his behalf that guidelines were being developed to firm up communication with the managing agent to avoid misunderstandings with owners.

Clubhouse: Jack Lauber reported that following consideration of a new exercise bike, the Committee recommended against purchase due to lack of space as well as cost. The Board also approved the installation of an events display system donated jointly by the

Men's Club, the Belle's Club, the Veteran's Organization, the TEC Club and Club BellaVita. In response to a prior request to install ceiling fans in the ballroom, Mr. Lauber reported that he had discussed with Hunter Fans and they advised that the application was not appropriate. The Committee therefore recommended denial of the request. On a motion duly made the board denied the request to install ceiling fans in the ballroom.

Finance: Ms. Woods reported that the Committee had completed work on the 2010 budget and that there was no increase needed in the assessment. She reported that the budget included an increase to Villas Master Association but also a re-allocation of hurricane Ike fence repair costs that saves the Association approximately \$50,000. Ms. Woods submitted the 2010 budget for approval. On a motion duly made the Board approved the 2010 budget as submitted.

Ms. Woods also reported that the Committee was preparing to review insurance and was continuing to review invoices prior to payment by the managing agent. The only major item that was outstanding was reimbursement by G&G of \$4,500 for past overbilling for painting. The managing agent was to try to expedite payment from G&G.

Facilities: Carl Weber reported that the front gate enhancements were underway. He further reported that the Committee, after due consideration, recommended additional improvements including barrier gates, cameras and an upgraded software system that would incorporate all the community's gates. The total cost of the work was estimated by H&R Operator Services to be \$59,380 but Mr. Weber felt there may be opportunity for certain savings. On a motion duly made the Board approved the recommendation and authorized the Committee to proceed with the work in an amount not to exceed \$59,380. Mr. Weber also recommended establishing a task force to assist in the implementation of the system and communicating to homeowners the rules, policies and procedures for the gates. The Board approved the request and Ruth Southard agreed to draft the charge to the task force and send it to the Board for immediate feedback.

ADDITIONAL BUSINESS

Homeowner Concerns: Wayne Johnson reviewed recent Homeowner Concern Forms regarding on street parking, lot drainage and new fences. There was also a request to extend the pool season which the Board agreed would be left to the discretion of the Clubhouse Manager depending on temperature and usage.

Committee Appointments: Ruth Southard reported that Tom Ferguson had tendered his resignation from the Facilities committee and the Board accepted it with regret. She also reported that Dennis Akkola had been nominated to serve on the Facilities Committee. On a motion duly made the board so appointed Mr. Akkola.

Board Contacts: On motions duly made the Board appointed Ruth Southard as contact for the ARC Committee and Ron Gerlach as contact for the Elections Committee.

SCHEDULE NEXT MEETING

The next meeting of the Board of Directors was scheduled to be held Wednesday, November 18, 2009 and December 16, 2009.

ADJOURNMENT

There being no further business, the meeting adjourned.

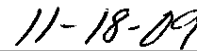
Respectfully Submitted,



SECRETARY



APPROVED



Date