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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 FEBRUARY 23, 2011 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.**

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**DIRECTORS PRESENT**

Ron Gerlach, President

Cris Barrera, Secretary

Elizabeth Woods, Treasurer

John Devereux, Director

Ruth Southard, Director

Bill Burdick, Director

Wayne Johnson had sent prior notice he was unable to attend.

**IN ATTENDANCE**

24 Homeowners were in attendance

Nancy Triggs, Clubhouse Manager

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

**HOMEOWNER/GUEST FORUM**

No homeowners had business 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 as amended.

**CONSIDERATION OF MINUTES**

On a motion duly made the Board approved the minutes of the meeting held January 26, 2011.

**PRESIDENT'S REPORT**

Ron Gerlach had no report.

**TREASURER'S REPORT**

Elizabeth Woods reported that the Operating Fund balance was \$356,130 on January 31, 2011, including \$7,091 from the current year's deficit. The deficit was planned

due to payment of the 2011 insurance premium in full during January 2011. The deficit, however, was lower than budgeted. Ms. Woods provided reports comparing the current financial performance to the budget and to the prior year. The Reserve Fund balance at January 31, 2011 was \$989,243 of which approximately \$627,000 was invested in CDs and the balance was held in a checking account. Ms. Woods is working with the Managing Agent to invest additional reserve funds in CDs. The Treasurer's Report was accepted. The January 2011 financial statement was incorporated by reference and filed on the BellaVita website.

### **MANAGEMENT REPORT**

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

- All three of the original objectives of working with the Comcast agreement have been accomplished (correction of the number of homes being billed, reimbursement of past overcharges and late fees, separation of billing by neighborhood). Villas Master is currently attempting to arrange for renegotiation of the agreement.
- A flyer was prepared to assist owners in contacting Comcast and getting proper support.
- A review of homeowner insurance discounts including one for living in a restricted community.
- The Communications Committee was reviewing the IRIS mass notification system and the Grounds Committee was reviewing a proposal from Water Logic.
- Review of the open service requests as of February 18, 2011.

### **CLUBHOUSE REPORT**

Nancy Triggs submitted a written report including the following:

- Firetron performed a fire inspection and found three mag locks needed reconnection. Ms. Triggs was authorized to proceed with necessary repairs. Firetron was also to test fire extinguishers in the near future.
- Modern Systems were called to investigate motion sensor problems. Ms. Triggs was authorized to proceed with necessary repairs.
- The spa heater has had repetitive issues and Ms. Triggs advised it may be time to replace. She was asked to obtain a quote for the heater replacement.
- Lake Management proposed stocking the small lake with tilapia to control algae. The stocking was to occur in March or April 2011. The Board authorized Ms. Triggs to proceed.

### **COMMITTEE REPORTS**

Ron Gerlach reported that Connie Harry had joined the Communications Committee and Michael Stelling had joined the Nature Reserve Committee. There being no objections, both appointments were approved.

Communications: Thordean Campbell reviewed plans for the proposed quarterly community newsletter and requested start up funds in the range of \$1,200 to \$1,600. Once established the newsletter was to be self-funding via advertising. The board approved funding for the newsletter. Ms. Campbell also reported that Connie Harry had agreed to be the newsletter's editor.

Elections: Carol Barber reported that the second election mailing had gone out and introduced the candidates, Dorothy Darden and David Dommert.

Finance: Elizabeth Woods reported that the Committee had reviewed the letter from Friendswood Development Company regarding the pool issues and recommended investigating warranty issues quickly to avoid possible expiration dates. The Committee felt time was of the essence and recommended that the task force move forward expeditiously. The Committee noted that ownership, not control of the clubhouse and sales office, was by BellaVita since 2001. The committee also reviewed recent collections matters and discussed the January financial reports.

Neighborhood Watch: Bob Stockinger reported that no trespass signs were being ordered for the lake area. The cost of the signs was thought to be relatively nominal and was within the Program's budget.

#### **ADDITIONAL BUSINESS**

Fence Task Force: Ron Gerlach reported on behalf of the Task Force that surveys had been sent out with the last elections mailing and that a forum was scheduled to be held in the evening of February 23, 2011 to present the background of the Task Force's efforts and its findings.

Sales Office Task Force: Bill Burdick reported that the sales offices has been re-partitioned for use by the Association but that he will be requesting removal of non-load bearing walls to make the space more useable. Friendswood Development is to set a time to formally turn over control of the space to the Association. The balance of the building will be turned over to the Association when no longer needed by the sales staff.

Minutes Procedure: Following review of past efforts to establish a workable procedure regarding minutes and publication of preliminary information, the board asked Cris Barrera and the managing agent to work on developing a revised procedure.

Homeowner Concerns: Cris Barrera reported that he had received two concerns. One asked owners to be more cognizant of safety when riding bicycles in the neighborhood and the other dealing with timeliness and accuracy of preliminary and approved minutes. The Board referred the concerns accordingly.

Villas Master Update: John Devereux reported that he and several others had inspected the palm trees along Scarsdale. Based on information received regarding the value of the palm trees, the Villas Master Association is seeking quotes to provide pest control and irrigation for the palms. He also reported that the quitclaim deed had been filed to reverse transfer of property adjacent to Villa D'Este Section 2. The managing agent reported that the BellaVita Veterans had provided flags for use by Villa D'Este during national holidays. He thanked the Veterans Group on behalf of Villa D'Este.

10<sup>th</sup> Annual Meeting: Ron Gerlach reminded those in attendance of the upcoming Annual Meeting of Members on March 30, 2011.

Service Appreciation Night: Cris Barrera reported that he was working on refreshments for the Service Appreciation Night being held on April 1, 2011.

Strategic Planning: Ron Gerlach reported that the board and Committee Chairs and the heads of the Clubs would meet June 18, 2011 at an off-site location to review and update the Strategic Plan.

#### **EXECUTIVE SESSION**

The Board adjourned to executive session to discuss matters of personnel.

#### **RECONVENE IN OPEN SESSION**

The Board reconvened in open session.

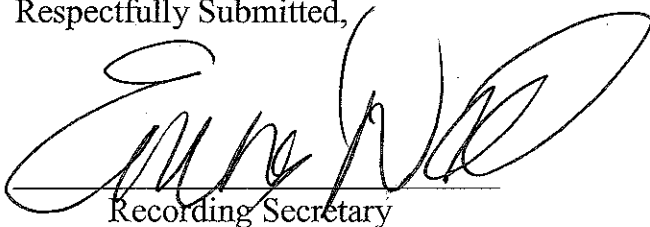
#### **SCHEDULE NEXT MEETING**


The next regular meeting of the Board of Directors was scheduled to be held March 23, 2011 at 3:00 p.m. in the Club BellaVita Ballroom.

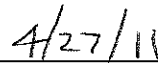
#### **ADJOURNMENT**

There being no further business, the meeting adjourned.

Respectfully Submitted,

  
Recording Secretary

  
Approved

  
Date

**BellaVita Committees and club changes for CY2011**

***The new officers for TEC for 2011 are:***

President - Patsy Womack  
Vice-President - Pat Kohl  
Secretary - Sarah Barnett  
Treasurer - Helen Vaughan

***The new officers for the Belle's for 2011 are:***

President-Lynn Rodriguez  
Vice-President-Marjorie Parham  
Secretary-Tami Barbour  
Treasurer-Barbara Quinn

***Changes to Clubhouse Committee are:***

Withdraw, Cassenia Caddell  
Chair, John Rodriguez

***Changes to Communication Committee are:***

Addition of Midge Benchik to regular committee.  
See attached replacement list "block captain list for CY2011" January 21, 2011.

***Changes to Facilities Committee are:***

Withdraw, Carl Weber  
Chair, Dennis Akkola  
Addition of Bill Bell, Kelley Paterno, Bob Paterno

***Nature Reserve Committee is:***

Chair, Larry Alvarez  
Dave Kittelson  
Dorothy Darden  
David Southard  
Bob Dennett  
David Winchell  
Wayne Johnson

***Board contact is Wayne Johnson***

***Neighborhood Watch Program is:***

Program director, Bob Stockinger  
Shelton Maxwell  
Donald Velazquez  
Roger Valdez  
Paul Chapdelaine  
John Kaltenbach

***Board contact is Bill Burdick***

Dave Kittelson  
Tony Del Sardo  
Gene Reddell

*Awards Committee (temporary assignment until awards ceremonies) Board*  
*contact is Ruth Southard*  
Chair, Ruth Southard  
Mary Ellen Henry  
Jean O'Neil