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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 JULY 27, 2011 AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX. 77581.**

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**DIRECTORS PRESENT**

Ron Gerlach, President  
Dorothy Darden, Director  
Cris Barrera, Secretary  
Bill Burdick, Vice President

John Devereux, Director  
David Dommert, Treasurer  
Elizabeth Woods, Director

**IN ATTENDANCE**

21 Homeowners were in attendance

Nancy Triggs, Clubhouse Manager  
Emma Deatherage, Rod Simpson, and Holly Blesener, 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. 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**

The minutes of the meeting of the Board of Directors held June 29, 2011 were approved as amended.

**PRESIDENT'S REPORT**

Ron Gerlach reported the status of the following:

- Mr. Gerlach recognized Becky Spedden from the Grounds Committee. Ms. Spedden presented the Grounds Committee recommendation that a sprinkler system be installed on the common property adjacent to the clubhouse at a cost of \$600. On a motion duly made and seconded, the Board of Directors approved the recommendation.
- Mr. Gerlach reported on the resignation of Bill Bell and Roger Valdez from the Facilities Committee. Mr. Gerlach appointed Bob Stockinger, Lyle Ganucheau

and Benny Frank to the Facilities Committee. The Board of Directors concurred with the appointments.

- Kelly Paterno and Lyle Ganucheau will be handling door finishing.
- Mr. Gerlach reported that we signed a contract with Severn Trust Services on water testing by Severn Trent Services that started today. The testing company will be analyzing the testing and report their findings in mid-August.

### **TREASURER'S REPORT**

David Dommert reported that for the period ending June 30, 2011 the Association had a Total Revenue of \$736,693 and Total Expenses of \$677,481 and an operating surplus of \$59,212.

Mr. Dommert reported BellaVita currently has 570 homes complete as of June 30, 2011.

Mr. Dommert reported that the Auditor was here to present the 2010 Audit Report to the Board. The Managing Agents were asked to leave the meeting during the presentation.

### **AUDITOR REPORT FOR CY 2010 AUDIT**

Jan Fannette of Wrinkle, Gardner and Company, P.C. reviewed the 2010 Audit Report.

### **MANAGEMENT REPORT**

Rod Simpson was introduced as a new addition to AMI and will be working with Emma Deatherage.

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

- The action items for the current month were reviewed.
- Review of the service requests as of July 26, 2011.
  - Current service requests - 237
  - Closed service requests from July 26<sup>th</sup> - 19
  - New service requests from July 26<sup>th</sup> - 73

The managing agent reported the remaining reports would be discussed during the Executive Session

The management agent gave a short update regarding bank signature cards and the IRIS mass communication service.

Board discussion of census requests and the inclusion of additional information regarding handicapped and computer access. A census update will be conducted in

2011. The Board asked the Community Relations Committee for feedback on recommending additional information that might be needed including any additional forms.

### **CLUBHOUSE REPORT**

Nancy Triggs submitted a written report including the following:

- Request to approve recently received changes in invoices for the following items:
  - Repair of upper pond fountain for \$614.09.
  - Rebuild on south fountain motor for \$1,886.32

The Board of Directors gave their concurrence.

- Review of maintenance issues regarding the air conditioner compressors. Ms. Triggs introduced James Warner who was instrumental in reducing costs to \$3,150.62 and extending warranties on the compressors. **On a motion duly made and seconded**, the Board of Directors approved the repairs.
- In order to enable the computers in the computer room to print via the copier in the office and not use printers in the room, expenditure was approved by the Board of up to \$1,200.00. The Clubhouse Committee was asked to make recommendations regarding charges to residents for printing.
- Discussion of the need for more gate openers. **On a motion duly made and seconded**, the Board of Directors approved the purchase of 100 transmitters for \$2,500 plus tax and submit the review of the transmitter policy to the Clubhouse Committee.
- Discussion on the need for landscape lighting around the sales office. **On a motion duly made and seconded**, the Board of Directors approved replacement at a cost of \$1,238.57.

### **COMMITTEE REPORTS**

Finance: David Dommert reported on the potential banking change to Capital One Bank and reserve account CDs. The Managing Agent reported that the Board should be receiving a letter addressing the pros and cons of the change in the coming week.

Homeowner Advocacy: Carol Dyson presented the Committee's changes to the ARC guidelines for storm shutter installation. **On a motion duly made and seconded**, the Board of Directors approved the new guidelines to limit installation and removal from two weeks before June 1 to two weeks after November 30.

Mrs. Dyson presented the Committee's recommended plan of deed restriction violation transmittal letters and fees. The Board will review the plan.

### **ADDITIONAL BUSINESS**

Strategic Planning Update: Ron Gerlach reported that the update would be reviewed at either the August or September meeting.

Clubhouse Use by Employee: The Board has received a request for paid use of the Clubhouse by a BellaVita employee. After discussion, Ron Gerlach stated that approval of the use by a full-time employee should be on a case by case basis and that in this instance be approved and the issue sent to the Clubhouse Committee to review and update the policy. **On a motion duly made and seconded**, the Board of Directors approved.

IRIS Update: Bill Burdick reported on the proposed set up of the IRIS system. The Board discussed the initial set up costs and the new noticing laws. **On a motion duly made and seconded**, the Board of Directors approved funding the start up of the system up to \$250.00.

Ron Gerlach reported that the Task Force working on the By-Laws revisions is made up of Ron Lauve, Benny Frank, Don Talley, and Bill Burdick.

Villas Master Update: John Devereux reported on the Villas Master Association and the recently held meeting. Mr. Devereux updated the board on remote detention pond issues and the letter to be sent to MUD #18. Mr. Devereux also reported on the Comcast contracts. The other two neighborhoods, Villa Verde and Villa 'D Este, opted out of the Comcast contract and BellaVita is asking to be billed directly instead of through Villa Master.

Homeowner Concerns: Cris Barrera reported that he had received several homeowner concerns.

- Extended hours for use of pool by children.
- Water quality issues and testing
- Handicap rail at pool and decking
- Children living in homes
- Comcast complaint
- Newsletter (News 4-U) complaint
- Reading of the minutes at meeting

Copies of concern forms were distributed to appropriate Committees or Ron Gerlach, Bill Burdick, David Dommert, Nancy Triggs, and AMI to address.

AMI will send acknowledgement letters to the owners thanking them in bringing these concerns to the Board.

Pool Engineering: Ron Gerlach reported on the need for an independent engineering analysis of the pool problems. The Facilities Committee recommended a not to

exceed proposal of \$2000 to conduct the analysis. **On a motion duly made and seconded**, the Board of Directors approved funding.

#### **HOMEOWNER/GUEST FORUM**

Carol Dyson addressed the Board regarding concerns about the newsletter News 4-U, sanctioning by the HOA, removal from the email list, potential campaigning by the editor. Ms. Dyson also had concerns regarding the water testing being conducted.

#### **EXECUTIVE SESSION**

Executive session was called to 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.

The Board instructed AMI on sending letters to Homeowners regarding children residing in the home.

The Board also reviewed Accounts Receivables.

#### **RECONVENE OPEN SESSION**

No actions from executive session were reported.

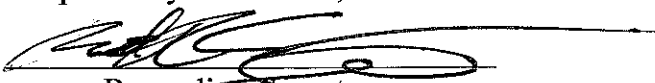
#### **SCHEDULE NEXT MEETING**

The next regular meeting of the Board of Directors was scheduled to be held on August 24, 2011 at 3:00 P.M. in the Club Bellavita Ballroom. Ron Gerlach recommended combining the November and December meeting and to hold one meeting on November 30, 2011. **On a motion duly made and seconded**, the Board of Directors approved the schedule.

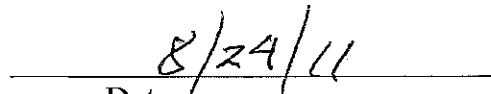
#### **ADJOURNMENT**

There being no further business, the meeting adjourned.

Respectfully Submitted,

  
Recording Secretary

  
Approved

  
Date