



**MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD
ON MARCH 17, 2010 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 Devereux, Director

IN ATTENDANCE

11 Homeowners
Nancy Triggs, Clubhouse 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. Ruth Southard, President, presided and the managing agent assisted in recording the minutes.

Ms. Southard expressed her sincere thanks to the members of the Board and to all the members of the Committees of the Association for their hard work and many successes during this first year of homeowner control.

ADOPTION OF AGENDA

On a motion duly made, the agenda was adopted as amended.

CONSIDERATION OF MINUTES

On a motion duly made, the minutes of the regular meeting held on February 24, 2010 were approved.

TREASURER'S REPORT

Elizabeth Woods reported on the February 28, 2010 financial statement. The Operating Fund balance was \$353,925, including 16,233 from current year surplus. The Operating Fund's cash of \$404,758 exceeded the fund balance because of prepaid assessments. About 173,000 of the cash was in a checking account and \$232,000 was in certificates of deposit. The fund balance for reserves was \$846.148 and we had that same amount in cash. Approximately \$626,000 was invested in certificates of deposit with the remaining balance in a checking account. The Treasurer's Report was accepted.

MANAGEMENT REPORT

The managing agent reviewed actions taken including:

- A meeting with Comcast had resulted in general agreement between Comcast and the Villas Master Association that Comcast would credit approximately \$23,000 in overbilling, would provide separate bills for BellaVita, Villa Verde and Villa D'Este, would bill for the proper number of homes in the future and would see if they were able to turn off cable TV service to delinquent accounts.
- Reviewed the 180 open service requests at March 16, 2010. Of these there were 46 that were Landscape related, 58 were repair requests, 32 were ARC related and 22 were deed restriction violations.
- At the request of the Finance Committee, a proposal in the amount of \$500 had been obtained from Criterium-Hicks to perform an appraisal of the replacement value of the clubhouse and gatehouse.
- The federal income tax extension has been filed including a federal tax deposit in the amount of \$6,000. The application for exemption from state franchise taxes has been filed
- Obscenities that had been scratched into fresh cement were successfully removed on February 17.
- Continued working with all affected AMI personnel regarding ARC, Landscape and Facilities Committee Procedures.

CLUBHOUSE REPORT

The Board reviewed and accepted the report submitted by Nancy Triggs, Clubhouse Manager, including the following:

- ProMaxima observed that parts for the fitness bike were no longer available and that when time came for repairs it would need to be replaced.
- Brinkman Roofing has not yet come out to repair a leak.
- The TV and DVR arrived for the library and the Paternos are building the shelves.
- Lake Management completed installation of the four new electrical boxes.
- Gates are operating well.
- The locking cage was installed over the water well controls.
- The bathroom tile and granite surfaces were cleaned and look much better.
- The little lake was dyed again to combat algae.
- The Maintenance Associate is power washing the clubhouse.
- On a motion duly made the Board authorized \$3,000 for replacement of sand in the pool, Jacuzzi and fountain filters. The Clubhouse Manager was to advise if additional funds would be needed to replace a filter whose access panel appeared to have been permanently sealed.

Cris Barrera commended the Grounds Committee on the work done at the front of the Clubhouse and informed the Clubhouse Manager that the projector's focus needs to be re-set.

COMMITTEE REPORTS

Facilities: Carl Weber reported that the Committee had completed its scope of work for door re-staining and house painting and was in the process of bidding the work. G&G and two other companies were invited to bid. Additionally Rick's Front Door was invited to bid on

the door re-staining. He also reported that 40 or so of the 180 open items reported by the managing agent were requests from owners for door re-staining and house painting.

Mr. Weber requested having a workshop with the Board to discuss fence repairs and additional funding needs for the Committee's repair budget. The workshop was scheduled to be held at 3:00 p.m. on March 31, 2010.

ADDITIONAL BUSINESS

Lighting Proposal: The addition of lighting for the Arts & Crafts entry was deferred pending input from the Veteran's Group on widening the entry sidewalk.

Insurance: Elizabeth Woods reported that the Committee was recommending \$1,041 for additional flood insurance coverage for Clubhouse contents but still awaited input on estimated values from the Clubhouse Committee. Ms. Woods also reported that the Committee was recommending that the Association obtain a professional opinion as to the replacement cost of the Clubhouse to ensure adequate insurance coverage. On a motion duly made the Board approved \$500 for Criterium-Hicks to perform the valuation. On the question of insurance coverage for clubs using the Clubhouse, the Board agreed in principal on language that made clubs volunteers of the Association upon their being allowed to use the Clubhouse. Wayne Johnson and Ron Gerlach agreed to develop a formal resolution to that effect that was to be re-affirmed at each year's organizational meeting of the Board.

EZ Tag Policy: The Board affirmed that only residents' vehicles would be eligible for using an EZ Tag with the entry gate system.

Homeowner Concerns: Wayne Johnson reported that a homeowner had complained about construction debris in the reserve behind N. Riviera. He and the managing agent were to contact RWest Development as this property belongs to them.

Damage to Property: On a motion duly made the Board approved a resolution whereby residents were to be charged for repairs plus administrative fees for any damage to common property caused by them or their guests or invitees.

Villas Master: John Devereux reported on the positive progress made with Comcast on the issues of obtaining a credit for past overbilling, separation of billing for each of the communities and being able to disconnect cable TV service for those who had not paid their annual assessment. BellaVita was highly unlikely to be affected by the last point. He also reported that the landscape contract had been renegotiated from a 52 to a 42 visit contract. The monitoring contract was to be reviewed in the future but did not appear to be an issue. He announced that the Villas Master annual meeting was scheduled to be held April 21, 2010.

Incident/Accident Policy: A decision was deferred to later meeting.

Officer Duties/Timelines: Ruth Southard asked each of the officers and committee chairs to outline their duties and applicable timelines therefor, the purpose of which was to help their

successors step into their roles more easily following the organizational meeting and the election of new officers.

SCHEDULE NEXT MEETING

The Annual General Meeting of Members was scheduled to be held Wednesday, March 24, 2010 at 7:00 p.m. and the Organizational Meeting of the board of Directors was scheduled to be held Mach 25, 2010 at 7:00 p.m.

The Annual Meeting of Members for the Villas Master Association was scheduled to be held at 7:00 p.m. on April 21, 2010. Voting for the Villa Verde and Villa D'Este neighborhoods was scheduled to be held at 6:00 p.m. prior to the Annual Meeting of Members.

ADJOURN TO EXECUTIVE SESSION

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

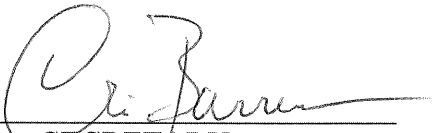
RECONVENE TO OPEN SESSION

The Board reconvened in open session and announced approval of merit pay increases for staff, monthly payment of \$30 for data service for the Clubhouse Manager's phone (to receive emergency alerts from the front gate), awards for volunteers and staff, authorization for Cris Barrera to proceed with planning an appreciation event for all community volunteers budgeted at \$750. The event was scheduled for April 9, 2010.

ADJOURNMENT

There being no further business, the meeting adjourned.

Respectfully Submitted,



SECRETARY



APPROVED

4/28/2010
Date