



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON JANUARY 29, 2020 AT 3:00 P.M. AT 1548 N. RIVIERA CIRCLE, PEARLAND, TX 77581.

DIRECTORS PRESENT

Connie Harry, President
 Ken Wright, Vice-President
 Cindy Dutschke, Secretary
 Steve Anderson, Treasurer
 Billy Potter, Director
 Sandra Talley, Director
 Merlin Mohr, Director

DIRECTORS ABSENT

None

IN ATTENDANCE

16 Homeowners were in attendance.
 Shannon Boogades, Community Manager, Inframark and Katie Ivanics, Regional Manager, Inframark

CALL TO ORDER

Due notice of the meeting having been given and a quorum being present, the meeting was called to order at 3:00 PM by Connie Harry presiding, Shannon Boogades and Katie Ivanics recorded minutes.

CONSIDERATION MINUTES

Upon a motion duly made and seconded the November 20, 2019 Board Meeting Minutes were approved as presented.

CONFIRMATION OF ELECTRONIC VOTING

- Nature Reserve fencing with Conditional Approval from Architectural Committee
- Pool filter that was listed in Facility Committee's budget.
- Fountain replacement
- Gate repair
- Funds for installation of lockers and partitions in restrooms.
- Copier lease with Konica

PRESIDENT'S REPORT

- The Clubhouse and Annex have been painted and new flooring has been installed. The funds from this have come from our Reserves based on our reserve study. Connie thanked the staff for their assistance and the team from Rusticscapes and RS Painting who helped moved the heavy items.
- We have an election coming up and there are 2 positions open. The final day for submitting willingness to serve forms is February 4, 2020. The forms can be found at the desk and on the BellaVita website.
- There has been a clerical error with the updated January 2020 Directory and the staff has been working to correct it.

OPEN COMMENTS BY BOARD MEMBERS

- Billy Potter would like to thank everyone who came to the Villas Master Town Hall.
- Sandra Talley thanked the staff for all their hard work.
- Cindy Dutschke wanted to let everyone know that there have been positive homeowner concern forms and it is nice to know that the concern forms can be positive as well as negative.
- Ken Wright mentioned that the paint color and carpeting look great!

TREASURER'S REPORT

- For the month of December 2019, the BellaVita operating fund showed a small deficit of \$1,403.00. For the year 2019, the operating fund showed a full-year surplus of \$38,858.00. About half of that surplus was due to far more home sales than we budgeted for. In total, the budgeting process appears to be working well. For the month of December 2019, the BellaVita reserve fund had a small deficit of \$3,686.00. For those twho don't know, we deposit \$27,288.00 per month from the operating fund to the reserve fund. This is the figure recommended by our Reserve Study. That means we spent about \$31,000 from the reserve fund in December 2019, almost exclusively as part of the clubhouse renovataion. For the full year 2019, however, the reserve fund showed a surplus of \$97,724. Our total cash on hand for both the operating fund and the reserve fund was \$1,353,449.00. This represents an increase of \$145,750.00 for 2019. Finally, at the Monday, January 27, 2020 finance committee meeting, the Finance committee voted to ask the Board to approve a transfer of \$38,858 from the operating fund into the reserve fund. That number represents the operating fund surplus for 2019, per established planning, that will be done.

MANAGING AGENT'S REPORT

- The Modern systems invoicing has been set up on direct debit. (Completed 12/2/19) The bill is due on the 1st of every month. An example would be that the December 1 invoice would need to be paid with November dollars. This doesn't work so well for our budget so this was the best solution.
- A new staff member, Jessica Barrera, started on Tuesday, December 10th. Our newest staff member, Laura Roweton, started on Monday, January 16th. We are currently at a full staff now. We are working on the training. Please stop up and meet both if you haven't already.
- Don Jensen and I have met regarding the water meters. There was a confusion as to a map that was in the Manager's office and the specific meter Don/Finance Committee was speaking of turning off. I wanted to clarify with him that we were speaking of the same one. This has been requested via application on Pearland website. They should be out by the end of January. I would like to say by the end of December it will be completed but with the holidays I doubt it.

- The elliptical machine was reported as having a strange sound from the bearings. ProMaxima has been out to repair the machine. I am waiting on a proposal from ProMaxima so I can deliver to the Clubhouse Committee.
- Check request has been made for down payment for postage for first mailing for 2020 elections. Ruth and I are working on the spreadsheet that will go to the printer next week. ***** UPDATE***** The spreadsheet with the addresses has been sent over to the printers and Ruth has sent the documents to be printed. The Veteran's Club and the Communications Committee has piggybacked with this mailing. The cost for each sheet added will be borne by their respective owners (Vet's Club and Communications). *****UPDATE***** I am preparing the second check request for postage for the second mailing.
- The pool fencing is nearly complete. We are waiting on the gates to be fabricated and installed for entry into the pool area and the pool equipment house. The railings for the walkway were installed on 1/17/20. ****UPDATE**** The railings have been reinstalled due to an error in the powder coating. The pool gates have been installed, and the pool pump area gates will be installed by Wednesday, 1/29/20.
- The flooring installation was complete on 1/17/20. There are areas that need to be addressed with the baseboards that the vendor and I are working on.
- Painting- touch-up needs to be done which will be completed after the baseboards are corrected.
- Contacting Billiards Co to level pool table and pricing for re-felting the pool table and games table.

COMMITTEE REPORTS

- Architectural Committee – Ruth Southard- Addition of Bill Harry to the committee.
- Awards Committee – Sandra Bornstein – None Available.
- Clubhouse Committee – Karen Bishop – None Available
- Communications Committee – Lark Billick – December 15, 2019 Communications Committee had it's run through with emergency testing. Block Captain meeting scheduled for February 2020. Not duplicating the efforts of the orientation, the clubhouse staff does but utilize as a reinforcement. Thank you to Nancy Bouman for chairing BellaView: Activity Showcase. Half of the new residents from home sales in 2019 attended based on a personal letter that Communications mailed out. Discussing the photo directory as an option and will further discuss at meeting on Feb 3, 2020. Also, discussions about well checks with Pearland Police Dept.
- Elections Committee – Ruth Southard – Reaffirm members: Ruth Southard, Chair, Janice Jensen, Ed Jamison, Maylene Moore -Reception, and adding Barbara Ellis to the committee.
- Facilities Committee – Dorothy Barrera – None Available.
- Finance Committee – Don Jensen – None Available.
- Grounds Committee – Diane Nicolas – None Available.
- Nature Reserve Committee – Linda Kuhn – Adding Cindy Purtee and Greg Taylor to the committee.

ADDITIONAL BUSINESS

Villas Master – Billy Potter thanked everyone who came to the meeting; discussion was regarding the perimeter fence. Advised that a meeting with the attorneys should happen to look at all the options. Also, please note that the Annual Meeting for Villas Master will be held at BellaVita ballroom on April 27th at 7:00 p.m.

Homeowner Concern Forms – Cindy Dutschke mentioned that there was a concern about the pool being filled from the hose and that the Fire Department would have opened the hydrant to use that water. That is being investigated. There was another about a tree in the back yard, but it classified as a neighbor to neighbor issue. The last was about the felt on the pool table and game table. Manager is already working on that.

NEXT SCHEDULED MEETING

- Next scheduled Board meeting February 26, 2020 at 3:00 p.m.

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.

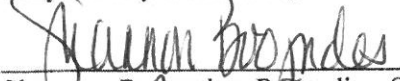
RECONVENE OPEN SESSION -SUMMARY

- There were several accounts that the Board requested the Manager to send reminder letters.
- An Appointment of Trustee & Resolution Regarding Authorization to Proceed with Foreclosure for Account #XXX462.

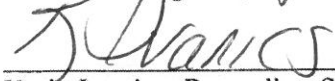
ADJOURNMENT

There being no further business, the meeting adjourned at 4.22 PM

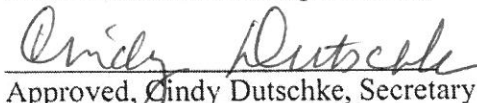
Respectfully Submitted,


Shannon Boogades, Recording Secretary

2/29/20
Date


Katie Ivanics, Recording Secretary

2/29/20
Date


Approved, Cindy Dutschke, Secretary