



MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF BELLAVITA AT GREEN TEE HOMEOWNERS ASSOCIATION, INC. HELD ON WEDNESDAY, SEPTEMBER 23, 2020 AT 3:00 P.M. VIA ZOOM THIS MONTH DUE TO COVID-19

DIRECTORS PRESENT

Merlin Mohr, Vice-President
Steve Anderson, Treasurer
Cindy Dutschke, Secretary
Billy Potter, Director
Dallas Smith, Director

DIRECTORS ABSENT

Connie Harry, President
Sandra Talley, Director

IN ATTENDANCE

10 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 Merlin Mohr presiding, Shannon Boogades recorded minutes.

CONSIDERATION MINUTES

Upon a motion duly made and seconded the August 26, 2020 Regular Meeting Minutes were approved as presented.

CONFIRMATION OF ELECTRONIC VOTING

- Title Search for Clear Creek Trail
- Staffing
- Approval for Gate Batteries

PRESIDENT'S REPORT

- Merlin Mohr commented on the upcoming MUD elections.
- Merlin Mohr also commented on the Saturday trespassers and for residents to please not give out the gate codes. He also mentioned to please stop at the stop sign until the barrier arm comes down.

OPEN COMMENTS BY BOARD MEMBERS

- Billy Potter mentioned that he had had a request to turn the heaters on and to leave them on for a little longer this year rather than the normal November 15 shut off time. Billy Potter advised that the Board would look into this regarding the cost factor.

TREASURER'S REPORT

- For the month of August 2020, the BellaVita Operating Fund balance is \$279,920. which is down about \$31,000.00 from July. The decrease in cash is primarily due to an annual insurance bill, our annual audit and a reimbursement check to a resident. As of August 31, our Reserve Fund balance is \$1,163,108. That is up approximately \$25,000. from July. For the month of August, our total income was slightly under budget. Our expenses were about \$5,000 over budget. For the year to date, we have a surplus of about \$24,000 in the Operating Fund and a surplus of about \$52,000 in the Reserve Fund. Finally, the Finance committee is putting the final touches on the 2021 budget. We are please to let everyone know that ther will be no dues increase for 2021. Motion is made to accept the August 2020 financial statements as prepared by Inframark. Motion passed.

MANAGING AGENT'S REPORT

- There have been some staffing changes and with that different job duties for current staff.
- Met with the Finance Committee and Treasurer to iron out a few budget items.
- Created new/updated guidelines for advertising for the newsletter.
- Negotiated temporary porter service in the interim of maintenance position departure and maintenance position filled. Developed a full task list for the incoming position.
- Developing an insert to be added to the Welcome to the Neighborhood cards that staff sends out. This insert will be basic information including setting up an Orientation with the clubhouse and changing out clickers. Many of our new residents are not aware that an orientation is necessary.
- A "thank you" goes out to Don Jensen who is assisting the staff in keeping an eye on the pool and also changing the timers for the lights in the parking lot. A "thank you" also goes out to Pete Steik who is helping us keep an eye for the trash around the lake.
- Finalization of the Community's insurance is completed and sent to insurance company for invoicing.
- Currently, the Saturday (9/21/20) clubhouse parking lot situation is at the top of my list. I am working closely with our gate vendor to determine what codes were used. I can advise at this point that we did not find any repeating codes.

COMMITTEE REPORTS

- Architectural Committee – Ruth Southard- None Available
- Awards Committee – Sandra Bornstein – None Available.
- Clubhouse Committee – Karen Bishop – None Available
- Communications Committee – Lark Billick – None Available
- Community Relations Committee – Janet DelSardo – None Available
- Elections Committee – Ruth Southard –None
- Facilities Committee – Dorothy Barrera – None Available
- Finance Committee – Don Jensen – None Available.
- Grounds Committee – Diane Nicolas – None Available.
- Nature Reserve Committee – Linda Kuhn – Merlin Mohr, Board liaison brought to everyone's attention that Linda Kuhn has done an amazing amount of work and a hearty "thank you" is in order.

ADDITIONAL BUSINESS

Villas Master – Billy Potter stated that the Villas Master 2021 assessment coupons have gone out to the residents under Villas Master.

Homeowner Concern Forms – Cindy Dutschke mentioned that there was one concern for kid’s swim days and a clarification regarding that is needed, a concern for the empty blue pots in the back of the pool, and one more landscape concern. Cindy Dutschke also mentioned that there was positive concern.

NEXT SCHEDULED MEETING

- Next regularly scheduled meeting is on October 28, 2020 at 3:00 p.m. The meeting will be held by ZOOM.

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 to and one account that will be sent to the attorney.
- Staffing will be discussed at a later date.


ADJOURNMENT

There being no further business, the meeting adjourned at 3:56 PM

Respectfully Submitted,


Shannon Boogades, Recording Secretary

10/28/20
Date


Approved, Cindy Dutschke, Secretary