

BELLAVITA STEERING COMMITTEE

MEETING MINUTES for July 3, 2008

APPROVED: July 16, 2008

Attendees:

BVSC

Section 1	Dorothy Darden - Bob Stockinger
Section 2	Bill Burdick - Margo Green
Section 3	Roger Valdez
Section 5	Lyle Ganucheau

The meeting was called to order at 11:29 by Facilitator, Bill Burdick. Special thanks were expressed for Sarah Barnett acting as secretary during the absence of Anita Barner

REVIEW OF PAST MINUTES:

The minutes of the meetings held on May 13, June 14, and June 18, 2008 were reviewed. The minutes from May 13 were corrected on Page 3 to state: "Bill stated income from the rentals was approximately \$0.93 *per month* for each homeowner *in 2007*." The minutes were then approved as corrected. The minutes from June 14 were approved as presented. The minutes from June 18 were corrected as follows: On page 1, the AMI/HOA heading was changed to read "**Business Liaison/Acquisitions** (James Warner)." In that same paragraph there was discussion as the wording used by James Warner in describing the sales office being brought up to meet City of Pearland code. This will be verified with James. On page 2 in the last paragraph a correction was made to read: "The bank reconciliation was received this evening and most of the committee has *not* seen it." On page 3 under Unfinished Business, corrections were made to state: "The cost *will be* \$5 per person..." and to correct the spelling of defibrillator. The minutes were approved as corrected.

DISCUSSION ITEMS:

Nancy Triggs was invited into the meeting to answer several questions. She reported the gate opener "clickers" are handed out to the new homeowners by the clubhouse staff after closing with the builder. At one point in time this was done at the time of orientation, but this has now been changed. The clubhouse copier is now not under a service policy. A new service contract is being arranged by AMI. There was a

procedural difficulty due to the registered owner of the copier which is being resolved.

There was a discussion about whether minutes should be read at the open meetings before approval. A motion was made, seconded, and passed that the minutes would be read before approval in the open Steering Committee meetings. It was agreed that in the closed meeting, the reading of the minutes be discretionary.

TRANSITION COMMITTEE:

The creation of a Transition Committee to aid in the turnover process was discussed. Margo Green suggested members of the By-Laws Committee for possible inclusion. Bill Burdick mentioned the possible inclusion of former Board members. The memo from Kristin Banner of AMI was reviewed. This states her understanding of the purpose of a Transition Committee. Margo Green also suggested the inclusion of a member of the Finance Committee and proposed Elizabeth Woods who had stated she was willing to serve in this capacity. John Devereux has stated he would like to serve as a consultant to the Transition Committee. The proposed members of the Transition Committee, who have all agreed to serve, are as follows: Cris Barrera, Ron Gerlach, Ron Lauve, Ruth Southard, Don Talley, and Elizabeth Woods with John Devereux as a consultant. A recommendation letter to the BellaVita HOA Board for creation of the Transition Committee will be prepared by Anita Barner for signature at the next Steering Committee meeting.

ELECTION COMMITTEE:

There was discussion about creation of an Election Committee for the HOA Board at transition. The following have agreed to serve on this committee: Carol Barber, Casenia Caddell, John Kaltenbach, and Gene Reddell. A recommendation letter to the BellaVita HOA Board for creation of the Election Committee will be prepared by Anita Barner for signature at the next Steering Committee meeting.

BOARD ACTION ITEMS:

1. Clubhouse: Bob Stockinger reported on Clubhouse Facilities/Operations. It has been okayed by Nancy Triggs to remove the delivery signs and this will be done. The pump for the water feature by the golf putting area has been repaired. Supplies have been purchased for a trial of pool tile cleaning. Nancy Triggs will approach

the water aerobics teams to see if they will spearhead this project. The clubhouse job descriptions were forwarded to the HOA Board at their last meeting. Clubhouse keys have been provided to the three BellaVita HOA Advisory Board members. Nothing has yet been done on the guardhouse repair. Bill suggested that Lennar be encouraged to complete this project. Jack Lauber has organized a taskforce to review and recommend any necessary changes to the clubhouse rules. He has asked that they meet so that their findings can be reported at the next open Steering Committee meeting. The purchase of a new washer and dryer for the clubhouse has been recommended. Currently residents and clubhouse staff are taking items home for laundering as the clubhouse equipment is not functional. As a side topic, Bill suggested a "Helping Hands" Committee. This would be set up through the Mens' Club to provide assistance as needed to the clubhouse maintenance person. He has been informed that a liability waiver limits liability, but does not eliminate it. There was a discussion of the scope of the work to be provided and whether this could be expanded to helping homeowners in a limited fashion. There was a suggestion of an interface with Countryplace as to their system of homeowner assistance.

2. Neighborhood Preservation: The door refinishing has been unsatisfactory in the past. A new refinisher has been employed by AMI. The specifications for the refinishing are to be reviewed when received. There was discussion as to the nature of the refinishing work, whether it would include removal of the door and hardware, etc. Roger Valdez is to inspect each door after it is refinished for quality control. Lyle Ganucheau will assist in the inspections. Kristin Banner of AMI will work with Gene Reddell on additional lighting on the clubhouse side of North Riviera and South Capri Drive.

Homeowners Concerns:

Roger stated the wrought iron fences repair has been completed. It has been stated that maintenance of wooden fences may not be done and there was a concern of "fairness." He stated the perception is that homeowner assessments cover all fence repairs. The Declarations state the HOA has the authority, but not the obligation for repair. Margo stated that once the transition takes place the HOA Board can authorize expenditures as deemed necessary and appropriate. Roger also stated that there was inconsistency in the clubhouse rules presently, especially with regard to clubhouse rental. He asked that consistency be addressed in the review of the clubhouse rules.

OTHER:

It was mentioned that a soft drink machine has been requested for the pool area. This would cost \$800 with a \$50 delivery fee.

The deadline for Willingness to Serve forms for the Section 5 replacement representative has passed. Bill will bring this up at the next open Steering Committee meeting. At present the Clubhouse Facilities and Clubhouse Operations liaison duties will be combined under Bob Stockinger.

Bill will take other action items and issues and prioritize and distribute at the next Steering Committee meeting.

Closing/Adjournment

The meeting was adjourned at 12:30 p.m.

Next Meeting: July 16, 2008

Respectfully submitted,
Anita Barner

Attachments:

Memo from Kristin Banner of AMI regarding Transition Committee
Report of Bob Stockinger on Clubhouse Operations/Facilities