

**BELLASERA COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
Bellasera Community Clubhouse
7350 E. Ponte Bella Drive, Scottsdale Arizona, 85266**

January 28, 2010

MINUTES

Members Present

- Dennis Carson, President; Bob Shriver, Secretary; Ted Dixon, Treasurer, Anna Ingram, Director and Chuck Roach, Director

Others Present

- Viola Lanam, Community Manager, AAM and Sharon Foxworth, Assistant
- Several homeowners were in attendance in addition to various committee members.

Call to Order

- Dennis Carson, President, called the meeting to order at 6:08 p.m. He reminded everyone present that it was a formal meeting and we would follow the Robert's Rules of Order.
- Dennis explained the transition of officers and that he would preside as president until the annual meeting in April. He thanked Chuck for his unselfish service as President of the Board for many years.

Resident Questions

- There were no questions from the floor.

Approval of Minutes

- A motion was made to approve the minutes from the December 15, 2009, meeting. Chuck asked that a correction be made to his statement under the Resident Questions to state "under the law of Arizona we must obtain permission to enter the property." After correction is made the minutes are to be approved. Motion carried and the minutes were approved.

Management Report – see attached

- Viola Lanam reviewed issues in the attached management report.
- Chuck asked Viola to obtain two bids for painting the clubhouse. One was for painting the entire clubhouse at \$5,700 and the other proposal was for partial repainting for \$2,300. One more bid is being obtained for comparison.
- Bob Shriver requested the quality of paint to be used. Viola stated that the painters in question used a high quality of paint.
- Dennis asked if the walls by the ramp would be repaired. Chuck recommended that the board take a look at the walls in question at the clubhouse.
- Bob Shriver asked when was the last time the clubhouse was painted and Chuck replied that it was seven years ago.
- Dennis asked if we could adjust the reserve study by moving it up four years and Chuck stated that the reserve study is an estimate.
- Bob suggested looking at revising the line item to be a better estimate of the time line.
- Chuck asked if the inspectors provided instructions on tools to use to correct the rock problem on the columns around the pool area fence. Dennis questioned why the columns passed the first inspection when they were built and why can't the columns be grandfathered in since it has been so long. Chuck stated that perhaps we could push back on having to do the correction. Bob stated that Bellasera was allowed to keep the six ft fence instead of changing it to an eight ft fence. He asked why the rock columns couldn't be accepted also. Dennis said if we don't fix the areas where unauthorized persons could get in the pool area and are injured then we are liable.
- Viola is to get information regarding the appeal process and contact the insurance company on any liability issues if we do not comply with the Maricopa County inspection report..
- Chuck commented on enforcing the CC&Rs regarding the violations that are committed by listing how many letters are sent and how many violations.
- Bob asked if when the minutes are approved is it posted on the web with the management report attached. Keith verified that it was.

- Ted asked if the management report could be more detailed and Chuck suggested that Keith Christian summarize in a newsy way for the internet.
- Ted stated that we need more people to get involved in the community. The challenge is that there is more to accomplish than we have people to carry it out.
- At the highly attended January 12th briefing by the Scottsdale Police officer, Anna sent a request around the audience to recruit volunteers to become active in the community. Only two residents responded.
- Bob Shriver suggested sending board member applications to the homeowners that email advice to the board.
- Susan Loiselle asked how many board vacancies would there be. Viola stated that there would be three returning and four vacancies.

President's Report

- Dennis elaborated on the transition of the position of Board President that occurred on January 13, 2010 and would continue with himself as president and vice president and Chuck as a Director until his term was up.

Treasurer's Report and Budget and Finance Report

- The Budget and Finance Committee and the Treasurer reported that at mid-year in the budget cycle, owner equity is \$37,385 and there is an \$18,000 surplus in the operating fund.
- Ted Dixon said to watch the accounts receivable numbers more closely and to review the 2010-2011 budget and present the information at the annual meeting in April.
- Charles Schroeder gave a review of the December 2009 financials and stated that the operating account at Merrill Lynch is now closed. Viola will work with the Budget and Finance committee on the budget.
- Dennis questioned how to proceed with small claims and Viola suggested that AAM do a presentation to the study session to explain the claims procedure. Chuck stated that the study session is to determine items to be handled at the board meeting and what additional information is needed to put an item on the agenda. The study session is by law to gather information and discuss ideas. Not open to the general homeowners input at the study session. Items cannot be voted on or draw a conclusion. A unanimous consent is for items immediate situations but not at a study session.
- Dennis asked if the Reserve Study could be updated and Chuck said the Board decides if and when it is updated and that we could update the study ourselves with the Winn software since it is an estimate. Chuck said that due diligence by the Board is to have an outside agent prepare the study. Dennis asked if we should do our own study and compare it with the outside consultant. Chuck said we maintain the licensing fee of \$250 a year. We have not updated our info yet but four years ago we had an outside consultant get estimates on the big objects. Dennis stated that we can update the reserve budget preferably before the budget is prepared. Bob inquired if the Associated Reserve, Inc. is the same company we used before; Chuck replied that it is.

Building and Grounds Report

- None

Communications Report

- None

Modifications Report

- Bob Shriver stated the Modification Committee is proceeding with the applications as submitted.

Social Committee Report

- None

A motion was made that all reports be accepted as presented. Motion carried.

Old Business

- An extended discussion ensued on the on the New Path cell tower proposal.
- It was recognized that placing cell towers is a change in use and must be presented to the community for a vote.
- Dennis has concerns if it is a benefit to the community and wants the company, New Path, to explain it. Dennis will meet with Dani of New Path to have her explain our process of what we have

to do to get it approved. Dani will find out how we are to proceed and present it at the Annual Meeting for a vote. Further review is needed and the lease agreement is to be reviewed. The homeowners want to have it explained as to how it will benefit Bellasera. They are a public utility that Scottsdale approved and as a utility they would have significant leverage.

- Chuck suggested the board ask to have New Path at the Annual meeting. They need to explain the lease and renewal procedure. It would be questionable to allow an outside agent to gain from being on our property.
- Dennis suggested putting a link on our website for explanations.
- Bob suggested the discussion be tabled until further information is received.

New Business

- Joe Carlon has volunteered to evaluate the safety and security procedures Bellasera currently has in place and to prepare a full report as to what procedures Bellasera has as options to increase security. Joe is a Bellasera homeowner with a background in safety and security.
- Dennis suggested the information be presented to the homeowners for a vote on what to do and the cost.
- Chuck made a motion to adopt the safety procedures proposal (copy attached) at no charge. The motion carried.
- A motion was made to hold the Annual Meeting on Sunday, April 25, 2010, at 2:00 p.m. at the clubhouse. The motion carried.

Adjournment

- There being no further business, the meeting was adjourned at 7:33 p.m.

The next regular Board meeting is scheduled for Thursday, February 25, 2010, at 6:00 p.m.

Respectfully submitted,

Sharon Foxworth

Sharon Foxworth
Recording Secretary

Approved by,

Robert Shriver

Robert Shriver
Board Secretary

Attachments:

Community Manager's Report
Safety Procedures Proposal

BELLASERA COMMUNITY ASSOCIATION
www.AZBellasera.org

Management Report

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Board of Directors

Board of Directors – Regular Session
Thursday January 28, 2010

FINANCIALS:

December Financials are attached. As of 12/31/2010 there was **\$124,855** in the Operating checking account, **\$1,427** in the Onsite checking account, totaling **\$126,283** in total working capital. A **Reserve Savings** balance of **\$800,716** is **60.05%** of the projected **\$1,333,281** Reserve Study goal for end of FYE 2009-10. The community was approximately **\$284 over** budget in operating expenses for December, and was **\$16,168 under** budget for FYTD.

MAJOR ITEMS COMPLETED SINCE LAST MEETING:

- Approved and coded invoices for AP processing
- Reviewed December financials and prepared MTD/YTD variance reports.
- Many of the maintenance items brought up by the Building and Grounds Committee November 19th have been completed. Please see the attached spreadsheet.
- Shasta has submitted the application to Maricopa County and are hoping to have pool permits back by the end of the week.
- Environmental Air has completed the first quarterly maintenance inspection per the signed contract. The coils needed cleaning and filters replaced.
- The Amtel Visitor Screening Software for the guard house has been received and AAM's IT department plans to have it installed by Monday. There is still a question whether the files can be transferred or if they will need to be input manually.
- The Saguaro near the back gate has been removed as it was rotted and unable to save.
- Weather-stripping has been installed on the Clubhouse entrance doors and the office door. It will be installed on the double doors leading from the fitness center on Friday.
- GB Maintenance has been contacted to caulk the gutters around the clubhouse.
- GB has installed a splash guard on the west side of the short patio wall.
- Two water leaks were noted in the kitchen and one in the ladies bathroom. Roofing Consultants of Arizona did the repair for one in the kitchen and the one in the ladies bathroom. The other leak in the kitchen is due to a crack in the stucco and GB Maintenance will repair that on Friday.
- DR Paint has submitted a proposal to paint the clubhouse and it is attached for your review. Per the reserve study, painting should not be required for another four years. Another option was included on the proposal to repair the walls at the ramp, paint hand rails and repair the NW and SW walls.
- Sharon has ordered 30 key fobs and an additional flag to have on hand.
- I met with the Pool Inspector regarding the citation received regarding the masonry rock columns that are creating a foothold issue. His advise is to trim or replace the faux stone that has a foothold more than a 1/2". He stated that only the most obvious ones would need to be replaced or trimmed.



BELLASERA COMMUNITY ASSOCIATION
www.AZBellasera.org

Management Report

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- We are acquiring proposals for replacing the cushions for the pool furniture as well as a separate proposal for replacing the pool furniture. Proposals have been received from Gretchen Palmer of PHG Development and from DC Sales, Inc. I am meeting with Rob and Stucky on Wednesday, January 27th as well as a representative from NuLook Revinyling.
- Resident Move-In report attached for your review.
- Sharon and I continue to field telephone calls and e-mails.
- Community inspections completed (violation reports attached).

ITEMS REQUIRING BOARD DISCUSSION OR DECISION

- December Financials
- Painting of Club House

