

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

November 19, 2009

MINUTES

Members Present

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

- Chuck Roach, President, called the meeting to order at 6:01 p.m. He reminded everyone present that it was a formal meeting and we would follow the Robert's Rules of Order.

Approval of Minutes

- A motion was made to approve the minutes from the October 22, 2009, meeting be approved as submitted. Motion carried and the minutes were approved.

Management Report

- Viola Lanam reviewed issues in the attached management report.

President's Report

- Chuck stated that everything he is working on is covered by the agenda items.

Treasurer's Report and Budget and Finance Report

- Ted Dixon reported that Accounts Receivables are up to \$22K and that we need to pursue these delinquencies. AAM Accounts receivable has a small claims policy available to homeowner associations to collect delinquent assessment fees. AAM's fee is \$350 to process.
- Ted suggested taking a look at the process to see if we want to pursue filing a claim. He will follow up on outstanding balances.
- Clayton Loiselle stated that he agrees to go ahead with the small claims court for collection.
- Bob Shriver asked when a house was sold why they didn't get the delinquent assessment. Viola explained that when the house was sold for less than the note and there was not enough left to pay the fees. Chuck asked if an extension for outstanding balances could be obtained.
- Viola is to see if a collection agency will work on contingencies instead of paying up front.
- Charles Schroeder stated that the Merrill Lynch account has not been closed as requested.
- Clayton asked if Viola would send a weekly report of delinquencies.

Building and Grounds Report

- Trish Dixon reported that another company was invited to give a quote on solar energy. Installing solar energy may not save enough to be feasible but perhaps they can give us a list of ways to save energy.
- An energy audit would cost between \$700 and \$900 dollars to see where energy is being lost.
- Pictures were given to the community manager of things that need to be addressed.
- The community manager and assistant were asked to walk around the building to see what needs to be done and contact the Building and Grounds Committee.
- A discussion regarding the patio furniture and cushions are in need of repair/replacement. Viola is to get a quote and work with B&G on the project.
- The Christmas lighting will be installed by a contractor this year.

Communications Report

- Keith Christian stated that at the New Years' Day event this year a table will be set up to welcome new residents and to ask for volunteers.

Modifications Report

- Bob Shriver commented that the Committee is still receiving and reviewing requests.

Social Committee Report

- None

Old Business

- The solar water heater project will be put on hold until a better understanding of how the electrical and solar will work together and if the savings will be worth the cost of installation.
- Dennis Carson asked if there was a deadline on the timeframe when APS stops the rebate or discount. (No one present had an answer.)
- Information on the guidelines for a dog park was presented to the board with the proper forms to be submitted to the City/County.
- The question of how to finance the dog park was raised and the Budget and Finance Committee said not to finance the park out of the reserve funds, Viola stated that AAM recommends that the reserve fund be used for changing things that are already installed and not for add something new. Chuck suggested getting an attorney's opinion. After much discussion a motion was made to obtain an attorney to get an opinion regarding the use of the reserve funds. Motion carried with one nay vote by Bob Shriver.
- Dog waste stations were discussed and the cost to install and maintain. Trash receptacles were discussed to be used instead of the dog waste stations. Viola is to present to the board a cost comparison.

New Business

- The pool will be re-plastered and repaired in January. At the time the pool is drained the drains will be corrected to be in compliance with all current government statutes. The beach front entry should also be repaired.

Adjournment

- There being no further business, the meeting was adjourned at 7:26 p.m.

The next regular Board meeting is scheduled for December 15, 2009, at 6:00 p.m.

Respectfully submitted,

Sharon Foxworth

Sharon Foxworth
Recording Secretary

Approved by,

Robert Shriver

Robert Shriver
Board Secretary

Attachment:
Community Manager's Report

**Management Report
Viola Lanam
Board of Directors – Regular Session
Thursday, November 19, 2009**

FINANCIALS:

October Financials are attached. As of 10/31/2009 there was \$66,413 in the Operating checking account, \$1,036 in the Onsite checking account and \$54,527 in the Operating Savings/Merrill Lynch account, totaling \$121,976 in total working capital. A Reserve Savings balance of \$801,382 is 60.11% of the projected \$1,333,281 Reserve Study goal for end of FYE 2009-10. The community was approximately \$1,520 under budget in operating expenses for September, and was \$15,754 under budget for FYTD.

MAJOR ITEMS COMPLETED SINCE LAST MEETING:

- Approved and coded invoices for AP processing
- Reviewed October financials and prepared MTD/YTD variance reports.
- Accepted a proposal from Azteca Doors to change-out 2 pairs of doors to windows.
- Fall flowers have been planted.
- Requested and received a proposal from Environmental Air for quarterly maintenance of the HVAC systems (\$367.75 quarterly). Proposal attached for your review.
- The IT Department is working with High Technology International for the software for the guard house.
- Pool heater #1 has been replaced and heaters 2 and 4 have been repaired. When Arizona Pool Wizard was working on heaters 2 and 4 the gas company was contacted as it was noted the flame was orange instead of blue indicating to Steve that the gas pressure was low. Per SW Gas the gas pressure is correct. The reason the flame is not blue is because of the soot buildup. In time this will require replacement of heaters 2 and 4 also.
- Accepted proposal from Shasta Pools and Spas to replace the beach entry grate.
- Maricopa Environmental Services Department inspected the pool and spa. There are several violations that need to be corrected, such as a pool sign at spa "Shallow Water/No Diving", masonry rock columns are creating a foothold problem, etc. that we are working on.
- I am just beginning to gather information for replacing the cushions on the pool furniture.
- Resident Move-In report attached for your review.
- Sharon and I continue to field telephone calls and e-mails.
- Community inspections completed.

End