

**BELLASERA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Bellasera Community Clubhouse
November 28, 2005
6:30 p.m.**

Members Present: Carol Sotnick, President
Thomas Crawford Love, Jr., Vice President
Bruce Martin, Secretary
Paul Broad, Treasurer
Michael Simpson, Director

Others Present: Patti Smith, Community Manager, AAM
Sheila Nazareth, Recording Secretary, AAM

Call to Order: Carol Sotnick called the meeting to order at 6:34 p.m.
Carol reviewed with the homeowners the rights and responsibilities, and procedures of the Board.
Sotnick then allocated five minutes for each homeowner to express his or her concern or question. Homeowner, Mel Lavin expressed that he would like to see the NAOS landscape trimmed. Patti Smith said she would follow up with him.
Homeowner, Dorothy Messinger, spoke to the Board about the infestation of pack rats in her home and requested that the Association arrange to hire a professional to properly sanitize and remove the nest from the NAOS area. Homeowner, Bob Messinger, also added that \$1,100 has been spent so far on this problem. Carol Sotnick addressed the Messinger's that the Board is prepared to go back and do further research with State Health Department on the legal responsibilities of the Association for NAOS areas.

Carol Sotnick moved to approve the October 18, 2005 Minutes as amended. Motion passed unanimously.

President's Report Carol Sotnick addressed several emails from homeowners and deferred these topics to be addressed later on in the meeting.

Treasurer's Report Paul Broad discussed his progress with AAM to get the financial statement report fixed by January 2006. He also added that the Association continues to spend less dollars than budgeted. Broad announced his resignation as Treasurer. He will fulfill his term until April 2006. Carol Sotnick moved to accept Paul Broad's resignation. Motion passed unanimously.

Carol Sotnick moved to approve the resolution that moneys in excess of \$60,000 in the operating cash account be deposited in an HOA Market account at 1st National Bank of Arizona, in order to obtain a higher rate of interest. Motion passed unanimously.

Carol Sotnick moved to nominate Michael Simpson as the new Treasurer as of April 2006. Motion passed unanimously.

Management Report: Patti Smith presented four carpet bids for the renovation of the entire clubhouse carpeting. Discussion developed among the Board and several homeowners gave their input. Carol Sotnick moved to create a committee of three people to select the carpet and color of paint for the interior clubhouse walls using Dateline product not to exceed \$7,000 and Kino's as the supplier. Motion was rejected three to two with Carol Sotnick, Crawford Love, and Bruce Martin voting against the motion. It was decided that the carpet be steam cleaned immediately with the upcoming holiday

events and parties.

Committee Reports: Sheila Lavin, Chairperson of the Activities Committee, expressed her frustration with Building and Grounds Committee not approving her idea of bringing in foliage to decorate the Activity Room. Carol Sotnick proposed Lavin create a resolution and present it at the next Board meeting with her recommendations.

Carol Sotnick called for a 5 minute recess. The Board meeting reconvened at 7:40 p.m.

Michael Simpson, of the Board Reserve Committee presented a resolution [see Appendix A]. Carol Sotnick moved to accept the resolution as amended that the Reserve Committee stands with one Board member. Motion passed unanimously.

Budget & Finance had no new items to report.

Paul Anetsberger, Chairperson of the Building & Grounds Committee, introduced two proposals. The first was prohibiting any long-term parking and fines to be imposed. Carol Sotnick asked the homeowners if they had any questions. Carol Sotnick moved to accept the resolution. Motion passed by three votes in favor (Simpson, Martin, Love); one against (Sotnick); and one abstaining (Broad). [see Appendix B]

Paul Anetsberger presented the second resolution on the clubhouse dumpster and fines to be imposed. The Board discussed among one another and have asked the issue be returned to the Building & Grounds Committee for further review.

Anetsberger discussed a future proposal for stucco walls.

Communications Committee had no new items to report.

Governance Committee had no new items to report.

Modifications Committee had no new items to report.

Old Business: Michael Simpson updated the Board on his collaborative work with Sheila Lavin for the Recognition Event to be held sometime in January 2006.

Crawford Love discussed with the Board and home owners the Pederson development landscaping issues which are currently being addressed. Pederson has submitted six specific landscaping plans to specific homeowners facing the most concerns with the development and their home site.

Patti Smith reviewed her progress with Paul Anetsberger on the bridge inspection status. Anetsberger has met with two structural engineers and Smith has referred three other engineers, whom Anetsberger has been in contact with.

Carol Sotnick decided to table the By-Law revisions due to time constraints for the next special Board meeting.

Carol Sotnick left the meeting early, and assigned Crawford Love to act as President in her stead for the remaining meeting duration.

New Business: Bruce Martin moved to appoint Patricia Bradley to the Governance Committee. Motion passed unanimously.

Crawford Love decided that a meeting time for AAM to map the progress made will

be followed up by Carol Sotnick.

Paul Anetsberger gave an update on the holiday decorations for this year.

Paul Broad discussed the Annual Audit Status and reported that it will be conducted by December 31st, 2005.

The Board collectively decided that no Town Hall Meeting will be held this year as the Annual Meeting in April 2006 will cover the topics at hand needing to be discussed.

There being no further business to come before the meeting, the meeting adjourned at 8:35 p.m.

The next board meeting is scheduled for Monday, December 12, 2005 at 6:30p.m.

Respectfully submitted,

Sheila Nazareth
Recording Secretary

Appendix A

Bellasera Community Association

Reserve Procedures

Appendix A to the Reserve Fund Policy

The Board of Directors shall have a Reserve Review performed every year. Based upon the results of the Review, the Board shall set the annual contribution amount per homeowner and direct that that amount be included in the annual Operation Budget for the year. The procedures, responsibilities and schedule for completing this annual estimate are outlined below.

Procedures

The following Procedures shall be used in the preparation of the annual Reserve Estimate.

Formation of the Committee

The Board shall appoint the Treasurer as a committee of one to make his/her recommendations to the full Board.

Compilation of the Item List

The Treasurer may call upon the members of B&F, B&G and the Management Company for assistance at a meeting to review the Component and Asset list that was used in the last Reserve Review.

The Treasurer will consider any and all proposed changes to the list, including actual cost data. At the conclusion of the meeting, the Treasurer shall unilaterally finalize the list. The list and contents shall be at the sole discretion of the Treasurer; however, no item from a previous list may be deleted prior to presentation of the list to the complete Board.

Preparation of the Request for Proposal (RFP)

The Treasurer is solely responsible for the contents of the RFP to be presented to the full Board. The Treasurer may convene a meeting of B&F, B&G, and the Management Company to present the existing RFP to the group for modifications.

The Treasurer will consider any and all proposed changes to the RFP. At the conclusion of the meeting, the Treasurer shall unilaterally finalize the RFP.

Reserve Item List and RFP Approval by the Board

Subsequent to the RFP meeting, the Treasurer shall present the final Item List and RFP to the full Board for approval.

The Treasurer shall also recommend whether the Reserve Review shall be completed by a consultant or by an in-house group. If the Review is completed by an in-house group, that group shall be controlled by and comply with the statement of work portion of the RFP.

Presentation of the Reserve Review to the Board

Upon completion of the Reserve Review, the Treasurer may review the study with personally selected members of B&F, B&G and the Management Company. Rest as is.....

Appendix B

BELLASERA BUILDING AND GROUNDS COMMITTEE

Proposed Resolution

Whereas in a number of incidents residents of the community are using the clubhouse parking lot for long-term parking and storage of personal vehicles, boats, and trailers.

Resolved that the Board of Directors directs that residents of the community may park in the clubhouse parking lot only with the written permission of the Community Manager and for a period of no longer than three (3) consecutive days. The offending vehicle shall be fined \$50 per day and have a notice placed under the windshield wiper as specified in Attachment 1.

ATTACHMENT 1

PARKING LOT PARKING NOTICE SPECIFICATION

The offending vehicle shall have a sign placed under the windshield wiper, reading:

VIOLATION

PLEASE SEE COMMUNITY MANAGER

This vehicle is parked in violation of the bylaws of the Bellasera Community Association. Offending vehicles will be fined **\$50** per day.