

**BELLASERA HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
Bellasera Community Clubhouse
September 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 6:32 p.m.

Management Report: Patti Smith reviewed and updated the Board on her progress with courtesy calls and non-emergency issues to home owners. She has kept constant contact with the handyman and the landscaper on clubhouse issues and the surrounding areas. The completion of the painting of the clubhouse was also noted.

Patti Smith discussed increasing Sheila's hours to 10 extra hours per week. Some of the office areas that need immediate attention included the policy files, trying to get everything organized for transfers/new home owners, cleaning out supply bins and assisting committees while maintaining office flow. Sheila is also currently working on completing the policy notebooks and Modification Committee's Landscape & Architectural Design Guidelines books. The Board discussed their concerns. Bruce Martin moved to grant Sheila 10 extra hours for six consecutive weeks, starting October 1st. Patti Smith will provide the Board with actual costs and tasks to be completed that were not ongoing contract duties. Motion passed unanimously.

Mike Simpson also asked Patti Smith if the governing documents could be made into PDF format. She said she would look into it.

Patti Smith addressed to the Board that a new pool pump will need to be replaced per the handyman at \$597.00 + tax and Board approved to pay out of the reserve fund. Motion passed unanimously.

New Business: Patti Smith presented the handyman contract for DMZ at 25 hours per week starting October 1, 2005 for three consecutive months. The maintenance and condition of the pool was addressed by the Board as well as the air conditioning. David Zirhut has pool care certification and is HVAC licensed and bonded. It was noted that the former pool company was doing a poor job. Two home owners expressed concerns at how his contract will be monitored. Bruce Martin moved that the DMZ contract be approved at 25 hours per week for a three-month period beginning October 1, 2005 through December 31, 2005 for \$30.00/hr Motion passed by a vote of three to one. Mike Simpson voted no.

Patti Smith discussed two bids for electronic keypad to install key fobs on north doors so alarm goes off when existing those doors. One was from Best Access at \$2,323.29 and the other was for Lanmor for \$890.95. Most home owners felt this was a non-issue especially now that the air conditioning unit is fixed and there is no

need to open those doors for an extended period of time. Bruce Martin moved to reject both vendor contracts. Motion passed unanimously. Patti Smith was asked to notify both vendors of the rejection.

Patti Smith reviewed a bid from Sunland Asphalt for sealing cracks and resurfacing. The project amount of \$16,993.05 was noted. She suggested the manager of Sunland Asphalt comes to the next Building & Grounds meeting or open Board meeting to discuss the implications. Paul Broad asked Patti Smith to research old files to find out how much the cost of the former bids were on this job. Carol Sotnick moved to have the Building & Grounds Committee work on this issue. Motion carried unanimously.

Patti Smith discussed the bid on the wash to remove sand for the area trail on Scottsdale Road for \$820.00. Bruce Martin moved to accept the bid. Motion passed unanimously.

Committee Reports: Mike Ruotolo of Building and Grounds gave a report on two issues that he felt have been resolved pertaining to the pool fence and Bellasera trademark. He proposed two resolutions, one for the parking lot and one for the dumpster. Carol Sotnick moved that the resolutions be sent back to Building & Grounds for further modification. Motion passed unanimously.

Old Business: Mike Simpson presented options on restaurant choices and estimated costs pertaining to the recognition event for volunteers. Most home owners felt the event should not take place at a Board meeting. Carol Sotnick moved for option 4 (letter of appreciation with memento such as a Bellasera mug and a coffee reception) for the event. Motion passed unanimously. [see Appendix A]

Carol Sotnick called for a 5 minute recess. Board meeting reconvened at 8:00pm.

Crawford Love updated Board and home owners on the hearing process for the Pederson planned development. Crawford Love called for MIN members to attend future hearings. Love has agreed to continue to monitor the Pederson development.

Carol Sotnick moved to create a Committee of the Board to revisit the reserve plan for 2006-2007 [see Appendix B]. The Committee shall report to the Board by the January 2006 Board meeting. Paul Broad, Mike Simpson, and Bruce Martin were designated as the following Committee members. Motion passed unanimously.

Carol Sotnick discussed the By-Law documents and changes the Governance Committee has made and will be addressed again at the next meeting.

There being no further business to come before the meeting, the meeting adjourned at 9:20 p.m.

The next board meeting is scheduled for Tuesday, October 18, 2005 at 6:30 p.m.

Respectfully submitted,

Sheila Nazareth
Recording Secretary

Approved by:

Bruce Martin, Board Secretary

Appendix A

Resolution for the Recognition Event
September 28, 2005

Whereas, the Board wishes to recognize volunteer efforts on behalf of the community.

Therefore Be It Resolved, that the Board will sponsor an event for volunteers and spouses/significant others that will include coffee and cake with a presentation of a certificate of appreciation and a token gift.

Resolution to Create a Committee of the Board

Appendix B

September 28, 2005

Whereas, Article 5.1 of the By-Laws provides that a committee comprised solely of Members of the Board may be appointed to exercise the authority of the Board....

And

Whereas, Article 10.5 of the Declaration of Covenants, Conditions and Restrictions provides that the Board is responsible for the reserve budget and Article 5 provides that the Association keep in good repair the Areas of Common Responsibility. Therefore, be it

Resolved, that the Board establish a three member Committee of the Board to:

1. Determine the policy and requirements of the Reserve fund, including but not limited to: funding level, funding methodology, useful life of assets, assets to be included, and funds which should be in Operating Expenses and not the Replacement Reserve.
2. The Fund shall meet all applicable state statutes, regulations and court decisions as well as the requirements of the Bellasera By-Laws.

The Committee of the Board shall have access to all relevant resources to complete its recommendations, including legal advice, management company expertise as well as participation in the selection of a reserve consultant.

The Committee shall report back to the Board by the January '06 Board meeting.