

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

September 9, 2010

MINUTES

Members Present

- Dennis Carson, President; Susan Loiselle, Vice President; Anne Chernis, Secretary; Ted Dixon, Treasurer, Anna Ingram, Director and Bruce Martin, 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 6:00 p.m. He reminded everyone present that it was a formal meeting and we would follow the Robert's Rules of Order.

Resident Questions

- There were no questions from the floor.

Approval of Minutes

- A motion was made to approve the minutes from the July 16, 2010 special meeting. Minutes were approved as submitted.

Treasurer's Report

- Ted Dixon gave the status of the Reserve Plan Study. He stated that the 2005 Reserve Plan Policy was used as a guideline for the current 2009 – 2010 year and the 2010 – 2011 year. The next step is to get with Associated Reserve to see how they can help. Ted distributed the asset list to the board members.

Budget and Finance

- Charles Schroeder reviewed the highlights from the July meeting. A discussion took place regarding how to cut back on the use of electricity in the clubhouse. Viola Lanam was requested to have the air conditioner checked to see if it was pulling too much electricity. Also, a request was made to see if a programmable thermostat is possible for the clubhouse to have the air conditioner automatically turn off after hours.
- Clayton Loiselle stated that two CDs were maturing in November and the committee will address the investment.
- Paul Snyder will review the accounts receivable and monitor the collections issue.

Modification Committee

- James Gleason thanked Susan Loiselle and Dennis Carson for their extensive work on the Amended and Restated Design Guidelines that they presented to the Committee for approval; which the Committee unanimously approved.
- Due to the recent break-ins in the neighborhood, the Committee reviewed the CC&Rs and determined that it is acceptable to have security alarms on the outside of the home.

Building and Grounds Report

- Trish Dixon distributed the report from the last Building and Grounds meeting which contained items that need attention. The community manager will work with the committee to complete.
- Building and Grounds presented a contract for installation of holiday lights. The matter was discussed.

Communications Report

- None

Social Committee Report

- None
- The application to join the Social Committee that was submitted by Jeannine Ditto was approved by the Board.

Community Manager

- The community manager will have a section in the Bellasera newsletter to address issues and update the community.
- The report is attached.

President's Report

- Dennis Carson discussed the Newpath installation and that it would be completed in two parts. He also stated that Bellasera has received the first rent check from Newpath.
- Quick Pass is still working out the issues with the gate openers so they can be monitored by the guard.
- The clubhouse fobs are not tied into the new system but a security camera is being considered.
- Due to the recent burglaries a look at the CC&Rs found that it did not state that there could not be outside alarms. A suggestion to add motion detectors and perhaps cameras in certain areas would be feasible.

Old Business

- None.

New Business

- The pool heaters are in the Reserve Fund to be replaced this year. The community manager is to obtain two more bids on the replacement of the heaters.
- Dennis Carson moved to adopt the attached Resolution to reduce the Board from seven to five members. The motion passed and the resolution was adopted.
- Susan Loiselle moved to adopt the attached Resolution to update or revoke the outdated policies. The motion passed and the Resolution was adopted.
- Anna Ingram discussed the need to address the front yard landscaping of the community. This will be discussed at the next Study Session.
- The request by a resident for the purchase of a leg press for the fitness center was denied.
- The yellow bells in the landscaping at the front gate are to be cut back so the saguaro can be seen.
- The Building and Grounds Committee submitted a proposed list of items for holiday lighting, a copy of which is attached. Anna Ingram moved to adopt a resolution, which, after discussion and amendment, was adopted as follows:

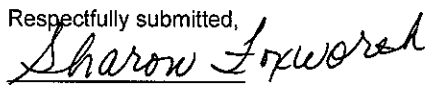
RESOLVED, the Board authorizes expenditures of not more than \$2,000 for the year 2010 holiday season lighting from the list of items submitted by the Building and Grounds Committee.

Adjournment

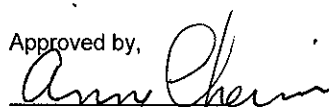
- There being no further business, the meeting was adjourned at 7:33 p.m.

The next regular Board meeting is scheduled for Thursday, October 28, 2010, at 6:00 p.m.

Respectfully submitted,


Sharon Foxworth
Recording Secretary

Approved by,


Anne Chernis
Board Secretary

Attachments:

Community Manager's Report
Motion to Reduce Number of Board Members
Motion to Update Existing Policies/Resolutions
Motion to Establish Budget for Holiday Lights

Board of Directors – Regular Session
Viola Lanam, Community Manager
Thursday September 9, 2010

FINANCIALS:

June and July Financials are attached. As of **06/30/2010** there was **\$131,237** in the Operating checking account, **\$1,884** in the Onsite checking account, totaling **\$133,121** in total working capital. A **Reserve Savings** balance of **\$869,740** is **65.23%** of the projected **\$1,333,281** Reserve Study goal for end of FYE 2009-10. The community was approximately **\$20,916 over** budget in operating expenses for June, and was **\$2,537 under** budget for FYTD.

As of **07/31/2010** there was **\$131,018** in the Operating checking account, **\$943** in the Onsite checking account, totaling **\$131,961** in total working capital. A **Reserve Savings** balance of **\$919,115** is **62.73%** of the projected **\$1,465,120** Reserve Study goal for end of FYE 2010-11. The community was approximately **\$11,250 over** budget in operating expenses for July.

MAJOR ITEMS COMPLETED SINCE LAST MEETING:

- Approved and coded invoices for AP processing
- Reviewed June and July financials and prepared MTD/YTD variance reports.
- John Eubanks and I met with Daryl Workman, NAOS inspector with the City of Scottsdale, on June 28th regarding the wash area along Lone Mountain.
- Re-veg has been completed around the mailboxes at Corva / Balao.
- Safeguard has installed the Smart Pass Security System.
- Internet service is in place for the guard house and rear gate.
- Safeguard provided training on the Smart Pass Security System for me and Sharon.
- A larger sign for the back gate has been installed stating "residents entrance only, others use Scottsdale Road entrance".
- A low voltage transformer located at the entrance has been replaced. The original one was stolen.
- Two proposals are attached for a leg press machine from Appetite for Fitness.
- See attached Maintenance Journal for all other items completed to date.
- The new cushions for the pool furniture are in place. The old cushions were taken to Good Will.
- Obtained a proposal for holiday lighting (proposal attached). The proposal is priced "a-la-carte" and the Building and Grounds Committee will recommend the line items they feel will be most effective for the community.
- GB Maintenance rewired the trees for lighting.
- Arizona Pool Wizard evaluated the pool heaters and the report is attached along with the proposal to replace them.
- Two vacuum valves had to be replaced as the line was not remaining primed for the water feature.
- The chlorinator was also repaired as it "blew its' top" due to leakage.
- See attached Maintenance Journal for all other items completed to date.
- The Resident Move-In report is attached for your review.
- Sharon and I continue to field telephone calls and e-mails.
- Community inspections have been completed

End

RESOLUTION TO REDUCE NUMBER OF BOARD MEMBERS TO FIVE
Approved September 9, 2010

RESOLVED,

1. Effective immediately and continuing until the election of directors at the next annual meeting in April of 2011 the number of Board members shall be six (6).
2. Effective with the election of directors at the next annual meeting in April of 2011 and continuing thereafter the number of Board members shall be five (5).
3. This resolution amends and restates all prior resolutions dealing with the subject matter.

**RESOLUTION OF THE BOARD OF DIRECTORS
BELLASERA COMMUNITY ASSOCIATION
UPDATE EXISTING POLICY/RESOLUTION**

Approved September 9, 2010

WHEREAS, pursuant to Article III, Section 3.18 (f) of the Bylaws of the Bellasera Community Association Inc. (Bylaws), the Board has the power to adopt rules and regulations, including the Use Restrictions, and amendments thereto and approving sanctions for infractions thereof; and

WHEREAS, upon review of the Association's records it has been determined that certain policies and rules are either outdated or have been superseded, and the Board desires to maintain accurate records;

NOW THEREFORE, IT IS RESOLVED:

1. The Gate Card Responder and Clubhouse Access Key Policy, adopted June 25, 2009, amends and restates in their entirety all prior policies/rules regarding the subject matter, including the Policy for the Future Purchase and Replacement of Gate Card Responders and Clubhouse Access Keys, adopted June 28, 2001, and the Gate Pass/Key Fob Charge Policy adopted effective May 29, 2008.
2. The Resolution on Increasing the Signing Authority of the Community Manager, adopted May 25, 2006 restates in their entirety all prior policies/rules/resolutions regarding the subject matter, including Policies/Resolutions adopted January 30, 2006, July 15, 2005, June 14, 2005 and February 28, 2005.
3. The Policy for the Use of Bellasera Community Association Recreational Facilities, adopted April 23, 2009, amends and restates in their entirety all prior policies/rules regarding the subject matter including the Policies adopted January 10, 2002, May 28, 2002, July 1, 2002, and January, 2006.
4. The Resolution regarding specific Training Requirements for Members of the Bellasera Board of Directors, adopted February 12, 2001, is revoked in its entirety.
5. The Policy for Town Hall Meetings, adopted March 26, 2001, is revoked in its entirety.
6. The Resolution on Clubhouse Lot Parking, adopted January 30, 2006, amends and restates in their entirety all prior policies/rules regarding the subject matter, including the Resolution adopted November 28, 2005.

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7. The Club Activities Account Policy, dated June 1, 2006, is revoked in its entirety.
8. The Purchasing and Contracting Policy, adopted July 16, 2010, amends and restates in their entirety all prior policies/rules regarding the subject matter, including the Purchasing and Contracting Policy, adopted September 28, 2006.
9. The Bulletin Board Policy, adopted May 24, 2004, amends and restates in their entirety all prior policies/rules regarding the subject matter, including the Bulletin Board Policy adopted April 22, 2002.
10. The Policy to Improve Committee and Management Reporting at Board Meetings, adopted October 18, 2005, is revoked in its entirety.

**MOTION TO ESTABLISH BUDGET FOR BUILDING AND GROUNDS
EXPENDITURE FOR HOLIDAY LIGHTS**

September 9, 2010

A motion was made by Anna Ingram to modify the original proposal presented by the Building and Grounds Committee to spend \$3550 to install holiday lights and reduce it to \$3000. Bruce Martin then moved to amend the proposal to reduce the expense to \$2,000.

The motion to amend passed four to two, and the motion as amended passed five to one.