

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

February 27, 2013 – 2:00 PM

MINUTES

Members Present

- Gregg Dittoe, President; Richard Hoffman, Vice President; Joe Pruess, Treasurer; Craig Johnson, Director.

Others Present

- Viola Lanam, Community Manager, Sharon Foxworth, Office Administrator
- Eight homeowners were present

Call to Order

- Gregg Dittoe, President, called the meeting to order at 2:00 p.m. A quorum was present.

Board Appointment

- After discussion and requests for questions from the audience, Richard Hoffman moved to appoint Dennis Corbett to fill the vacant position on the board left by Ed Szkardnik who resigned. Dennis will serve until the annual meeting in April.

Approval of Minutes

- Richard Hoffman moved to approve the minutes from the January 24, 2013, regular meeting. **Minutes were unanimously approved as submitted.**

Treasurer:

- Joe Pruess, Treasurer, reviewed the financial report

Building and Grounds Report

- Gregg Dittoe discussed the activities of the Building and Grounds committee. He asked for volunteers for the committee as Bob Huff will be stepping down as chairman.

Community Manager

- See the attached report.

Old Business

- A community wide meeting will be held on March 7, 2013, to discuss the updates on the 12 Acre Lawsuit.

New Business

Committee Appointments:

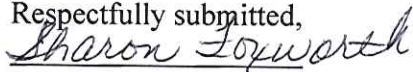
- Richard Hoffman moved to appoint Chuck Roach to the Budget and Finance Committee.
Motion Passed.

- Richard Hoffman moved to appoint Butch Gaberman to the Budget and Finance Committee. **Motion Passed.**
- Joe Pruess moved to appoint Dennis Corbett to the Modification Committee as chairman. **Motion Passed.**
- Joe Pruess moved to appoint Craig Johnson to the Communications Committee. **Motion Passed.**
- The Board discussed the need for signs stating “No Dogs Off Leash” in the common area. Management to design the sign for Board approval.
- Viola Lanam discussed the need to purchase a new copy machine for the office. Dennis Corbett moved to have Viola purchase the new copier. **Motion Passed.**

Adjournment

- There being no further business, the meeting was adjourned at 3:15 p.m. The next regular Board meeting will be held on March 28, 2013, at 3:00 pm.

Respectfully submitted,



Sharon Foxworth
Recording Secretary

Attachments:

Community Manager's Report

MANAGEMENT REPORT

Bellasera Homeowners Association

Submitted by: Viola Lanam, Community Manager

02/25/2013

BOD Meeting Date: February 27, 2013

FINANCIAL:

- Reviewed and coded invoices for AP processing
- Reviewed January financials
- Prepared MTD & YTD variance reports

VIOLATIONS:

- Inspections of community completed at intervals.

LANDSCAPE ITEMS/ISSUES:

- 5' Perimeter wall cleanup is in process.
- Erosion repairs on the walking trail are being addressed.
- Four Peaks began maintenance of the dog park.

MANAGER ACTION ITEMS:

- Annual fire testing of the clubhouse sprinkler system has been completed.
- Contacted Robert Chandley of CAU, the Association's insurance broker, to meet with the Board at today's meeting; however, he was not available but will be able to attend the meeting in March.
- Sunland will be re-stripping the parking lot on March 6th and the seal-coating repairs are scheduled for March 11th. Once the repairs are completed, Tom McDonald will prepare the punch list.
- Attended the Building and Grounds Committee meeting.
- Attended the Budget and Finance meeting to present a preliminary budget for the upcoming fiscal year.
- A new water heater was installed; this was replaced under warranty.
- Pool heater #2 has been replaced.
- Missing yellow reflectors have been replaced.
- The quarterly maintenance check of the HVAC systems was completed.
- The 60-day annual meeting notice was mailed and included in this mailing was the revised violation policy that becomes effective April 1, 2013.

UPCOMING:

- Reviewing contracts with vendors for the 2013-2014 budget and where necessary obtain proposals for comparison.