

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

March 24, 2016 – 1:00 PM

MINUTES

Call to Order

- Richard Hoffman, President, called the meeting to order at 1:00 p.m. A quorum was present.

Members Present

- Richard Hoffman, President; David Reid, Treasurer and Craig Johnson, Director, Dennis Carson, Secretary and Guy Yates, Vice President

Questions from the Floor

- There were no questions

Others Present

- Viola Lanam, Community Manager, and Sharon Foxworth, Office Administrator

Approval of Minutes

- Guy Yates moved to approve the minutes from the February 25, 2016, meeting as submitted. **Minutes were unanimously approved.**

Treasurer and Budget & Finance:

- David Reid reviewed financials and the Budget and Finance report.
- The budget is on schedule as planned. There was some increase due to the landscaping cost increase and the increased amount put into the Reserve Study.
- David Reid made a motion to move funds from Chase to Fidelity. All approved and **motion passed.**
- Three contractors were interviewed to repair the tennis courts. The results will be discussed in the May board meeting.

Modifications Committee:

- No report.

Building and Grounds

- Guy Yates stated the tennis court reservation system will go live on April 1st.
- D.R. Paint has been contracted to paint the rails in the community. Richard approved for Viola to go forward with the contract.
- Building and Grounds will interview the landscapers before renewing the contract.

Communications:

- Craig Johnson reported the results of the Survey were to be published in the April newsletter.
- It was suggested that a survey be done on the tennis courts.

Security Committee:

- Richard Hoffman stated the Security committee sent an email to residents that have a temporary license plate and never gave the office the updated plate number. Their QuickPass sticker will be deactivated until we receive their new license plate number.
- Also, all new stickers issued on a temporary license will automatically be deactivated after 30 days unless the Owner updates the record with the permanent plate information before the expiration of the time period.

Community Manager:

- See the attached report.

President:

- No Report

Old Business

- None.

New Business:

- The committee reassignment since Dennis Carson came on board is as follows:
 - Security – Dennis Carson
 - Communications & Modifications – Craig Johnson
 - Building & Grounds – Guy Yates
 - Budget & Finance – David Reid
 - David Reid made a motion to approve the tree trimming contract for \$6,000. All approved. **Motion Passed.**
 - Guy Yates made a motion to approve the insurance renewal for 2016 – 2017 for general policy liability, fire and casualty with the umbrella, flood and workers comp. All approved. **Motion Passed.**

Adjournment

- There being no further business, the meeting was adjourned at 2:25 p.m. The next meeting is the annual meeting on April 17, 2016.
- The next regular Board meeting will be held on May 19, 2016 at 1:00 pm.

Respectfully submitted,



Sharon Foxworth
Recording Secretary

Attachments:

Community Manager's Report

MANAGEMENT REPORT

Bellasera Homeowners Association

Submitted by: Viola Lanam, Community Manager

March 24, 2016

FINANCIAL:

- Reviewed and coded invoices for AP processing
- Completed February 2016 MTD and YTD Variance reports

VIOLATIONS:

- Inspections of community completed at intervals.

LANDSCAPE ITEMS/ISSUES:

MANAGER ACTION ITEMS:

- Attended the Building and Grounds Committee meeting on March 8th.
- Presented the revised preliminary budget to the Budget & Finance Committee on March 9th.
- Proposals for landscaping have been received from Four-Peaks, AAA Landscape and Caretaker.
- Roof re-coating proposals have been received from DR Paint, TrueBuilt Construction. I am waiting for one from Renco Roofing and was asked at the last B&G meeting to obtain another bid from a roofing company. Paramount Roofing will be submitting a proposal.
- Received a proposal from DR Paint for painting of railings and vehicle gates. I was asked at the B&G meeting to obtain another proposal.
- Steel Creations has installed the additional railings and also the painting of these railings has been completed.
- The proposal to update the reserve study has been forwarded to Association Reserves.
- Obtained the renewal letter for the Association's insurance.
- Received the tree trimming proposal from Four Peaks. Trimming can be done in April.
- Sharon made preparations for the room set-up and refreshments for the "Meet and Greet" meeting.
- She has also coordinated the set up for chairs and tables for the annual meeting.
- Sharon has been working closely with the Security Committee regarding homeowners who purchased new cars and had temporary tags and who have not followed up with her with the permanent license numbers.

UPCOMING:

- Granite Enhancement