

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

March 28, 2012 – 2:00 PM

MINUTES

Members Present

- Gregg Dittoe, Vice President; Ed Szkardnik, Treasurer; Dennis Soeffner, Director; and Bruce Martin, Secretary

Others Present

- Viola Lanam, Community Manager, AAM and Sharon Foxworth, Assistant
- Several committee members from the Budget and Finance Committee were present.

Call to Order

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

The first order of business was the election of officers. Ed Szkardnik moved to officially appoint Gregg Dittoe as President. Bruce Martin seconded the motion. All approved and the **motion carried**. Ed moved to appoint Dennis Soeffner as Vice President, Bruce seconded the motion. All approved and the **motion carried**.

**Gregg Dittoe – President
Dennis Soeffner – Vice President
Ed Szkardnik, - Treasurer
Bruce Martin – Secretary**

Questions from the floor:

- None

Approval of Minutes

- Dennis Soeffner moved to approve the minutes from December 15, 2011. **Minutes were unanimously approved as submitted.**

Communications Committee:

- Use the Communications Committee to notify owners of the easement dispute. Have information posted on website and in a notebook in the office. Post only public documents.

Security Committee:

- Dennis Soeffner thanked all who helped with the transponder installation process and reminded everyone that the cut off date is April 2, 2012, at 10:00 a.m.

Treasurer's Report

- Discussed later.

Budget and Finance

- Charles Schroeder reviewed the prior months' financials.

Modification Committee

- Bruce Martin reported that the committee continued to review applications.

Building and Grounds Report

- A trash can was ordered and will be placed on the grassy area by the basket ball court.

Community Manager

- See the attached report.

Old Business

- None

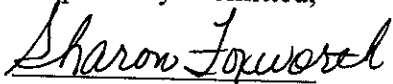
New Business

- Ed Szkardnik reviewed the 2012 – 2013 Budget.
- The Budget and Finance Committee made a recommendation to suspend bad-debt allowance beginning March 2012. Ed Szkardnik made a motion to accept the Budget and Finance Committee's recommendation. **Motion carried.**
- Bruce Martin made a motion to recommend the 2012/2013 Reserve Operating budget to the incoming board. **Motion passed.**
- The Annual Meeting ballot results of the election will be available in the office.
- Road, Tennis Courts and Pool Deck Repairs - Tom McDonald, BCA Consultant, recommended the street resurfacing be done in the September/October timeframe for six miles of roads in the subdivision. Dennis Soeffner made a motion to hire PMIS to develop a scope of work for the six miles of road and management of the contract with the vendor for the amount of \$2,995.00. **Motion carried.** Ed Szkardnik made a motion to go forward with hiring Versa-Tech to repair the pool and deck and tennis courts (1 & 2) for 22K or less of reserve money. **Motion carried.** The third court will be shut down and net removed after court 1 & 2 have been repaired.
- Tree Trimming Proposal: Bruce Martin made a motion to approve the proposal from Four Peaks to trim trees in the main entry area for the amount of \$4,200. **Motion carried.**
- Other expenditures: Wall painting, Viola will obtain more information for a proposal.
- Transponder appeals. Ed Szkaradnik made a motion to accept the decision of the Safety and Security Committee to deny the request for transponders for anyone other than owners and permanent residents. **Motion carried.**

Adjournment

- There being no further business, the meeting was adjourned at 4:10 p.m. The next regular Board meeting will be held in May, 2012, since the Annual Meeting will be held in April, 2012.

Respectfully submitted,



Sharon Foxworth
Recording Secretary

Approved by,



Bruce Martin
Board Secretary

Attachments:

Community Manager's Report
Resolution Not to Fund Bad Debt

MANAGEMENT REPORT

Bellasera Homeowners Association

Submitted by: Viola Lanam, Community Manager

03/15/2012

BOD Meeting Date: March 28, 2012

FINANCIAL:

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

VIOLATIONS:

- Inspection of property at intervals.

LANDSCAPE ITEMS/ISSUES:

- There was an issue with the backflow valve located on Ponte Bella. The leak is not coming from any of the re-activated valves. When the activated valves are shut down the meter continues spinning which indicates a mainline leak or a valve along one of the back perimeter areas is leaking.
- Four Peaks is continuing the clean up behind the homes. A map is attached showing the areas that have been completed as of March 22nd.

MANAGER ACTION ITEMS:

- The 60 day and 30 day Annual Meeting notices were mailed.
- The HVAC compressor was replaced at AC-4.
- The Security Committee, Board Members, Sharon and other volunteers conducted vehicle transponder events on January 14th and March 10th.
- The water fountain located at the tennis courts was replaced.
- Sun Devil Fire Equipment conducted the annual inspection of the sprinkler system and safety equipment.
- The chairs in the activity room have been cleaned.
- Sharon continues to work with the Security Committee on the issuance of the new vehicle transponders which also entails entering the information into the Quick Pass system.
- Arizona Systems Design replaced a thermostat on the steam room equipment.
- Four proposals have been received for installing railings at three locations. The proposals were reviewed at the Building and Grounds Committee meeting and we will follow-up with two companies for samples and request references.
- Two proposals have been received for the awning that is over the bench located at tennis courts.
- A transformer has been ordered for the landscape lighting at the rear gate. A ballast will be replaced in one of the light poles in the parking lot (the one closest to the clubhouse).
- Gregg and I met with Tom McDonald to discuss the street resealing, issue with the street at Ponte Bella and Corva, pool deck repairs, and tennis court repairs.
- I met with DC Sales for adding four additional lounge chairs and cushions for the pool.
- The focus this past month has been working with the Budget and Finance Committee preparing the proposed 2012-2013 budget.

- Sharon's focus has been preparing for transponder installations including creating worksheets to for the events and entering all of the information into QuickPass.

UPCOMING:

- Preparing for the cut-off date on April 2nd for turning off the old transponder system.
- Preparing for the Annual Meeting scheduled for April 22nd.

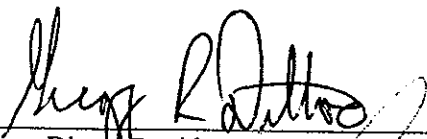
**CONSENT TO ACTION
OF THE BOARD OF DIRECTORS OF
BELLASERA COMMUNITY ASSOCIATION, INC.**

March 28, 2012

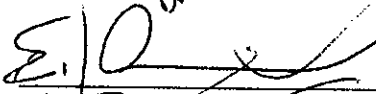
The undersigned, who constitute all of the Directors of the Bellasera Community Association, Inc., an Arizona nonprofit corporation, by Unanimous Written Consent, pursuant to Section 10-1095 of the Arizona Revised Statutes ("Statute") and, Article III, Section 3.17 of the By-Laws of the Bellasera Community Association ("By-Laws"), do hereby take the following action at a duly held Board of Directors meeting on March 28, 2012.

THEREFORE, BE IT RESOLVED, that the Board accepts the recommendation from the Budget and Finance Committee and instructs AAM, LLC as Managing Agent for the Association to suspend the \$750 monthly allowance for Bad Debt as of March 2012 to the end of the 2011-2012 Fiscal Year.

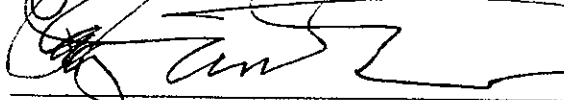
Consented to and approved by:



Gregg Dittos, President



Ed Sakradnik, Treasurer



Bruce Martin, Secretary



Dennis Soeffner, Director

WHICH INDIVIDUALS CONSTITUTE ALL OF THE DIRECTORS