

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

Approved
Date: 9-22-11

August 25, 2011 – 2:00 PM

MINUTES

Members Present

- Susan Loiselle, President; Gregg Dittoe, Vice President; Bruce Martin, Secretary; Ted Dixon, Treasurer; Dennis Soeffner, Director

Others Present

- Viola Lanam, Community Manager, AAM and Sharon Foxworth, Assistant
- Several committee members and home owners were present.

Call to Order

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

Approval of Minutes

- Dennis Soeffner moved to approve the minutes from the June 23, 2011, Board meeting. Minutes were unanimously approved as submitted.
- Gregg Moved to approve the minutes from the August 8, 2011, Special Meeting. Minutes were unanimously approved as submitted.

Treasurer's Report

- Ted Dixon gave a brief overview of the financials.

Budget and Finance

- Charles Schroeder discussed the Budget and Finance issues.

Resident Questions

- None

Modification Committee

- Bruce Martin reviewed the new Flagpole and Rain Gutter policies approved by the Modification Committee to be incorporated in the Design Guidelines.

Building and Grounds Report

- Bob Huff reviewed the items the committee is working on and the items that have been completed.

Communications Report

- None

Community Manager

- See the attached report.

Old Business

- None.

New Business

- Landscape Proposals: Following discussion of bids received, Bruce moved to table the review of landscape contracts until the September, 2011, Board meeting. **Motion carried** unanimously.
- Security Advisory Committee: Susan moved to adopt the following resolution to establish the Security Advisory Committee. **Motion carried** with Bruce Martin voting no.

NOW THEREFORE, IT IS RESOLVED, that the Security Advisory Committee is established, effective immediately, for the purpose of discussing and making suggestions to the Board regarding security issues; to manage the distribution of security gate transponders to eligible individuals; and to review and render decisions regarding distribution of gate transponders to non-residents. **See Attached.**
IT IS FURTHER RESOLVED, that the Board adopts the attached Charter setting forth the responsibilities and limitations of this committee. **See Attached.**

- Appointment of members: Susan moved to appoint Joe Carlon, Dennis Carson and Dennis Soeffner as members of the Security Advisory Committee, effective immediately. **Motion Carried** with Bruce Martin voting no. **See Attached.**
- Membership – Modifications Committee: Susan moved to accept the following resolution to limit the number of members of the Modifications Committee. **Motion Carried** unanimously.

NOW THEREFORE IT IS RESOLVED, that effective immediately the Modifications Committee shall consist of at least three and no more than five persons. **See attached.**

- Umbrellas: Note to Minutes: Ten pool umbrellas have been purchased in the amount of \$3610 to be charged to the reserve account.

Adjournment

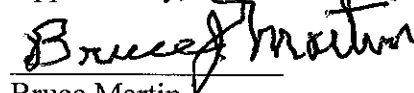
- There being no further business, the meeting was adjourned at 4:01 p.m. The next regular Board meeting will be held on September 22, 2011.

Respectfully submitted,



Sharon Foxworth
Recording Secretary

Approved by,



Bruce Martin
Board Secretary

Attachments:

Community Manager's Report

Security Advisory Committee Established

Security Advisory Statement of Purpose

Security Advisory Members Appointed

Resolution to Limit Size of Modification Committee

Budget & Finance Committee Reserve Fund Recommendation

Community Managers Report Viola Lanam

Board of Directors – Regular Session Thursday, August 25, 2011

FINANCIAL:

- Reviewed and coded invoices for AP processing
- Reviewed June and July financials
- Prepared June and July MTD & YTD variance reports
- Forwarded AR and attorney reports for June and July to Paul Snyder for his delinquency report

VIOLATIONS:

- Inspection of property at intervals.

LANDSCAPE ITEMS/ISSUES:

- The annual arbor tree trim was completed the week of June 21st.
- Four Peaks has enlarged the drain at the back gate to eliminate the pooling of water that occurs after a heavy rain.
- They continue to maintain the schedule per the monthly schedule.

MANAGER ACTION ITEMS:

- I met with Building and Grounds committee in July and August.
- The quarterly street sweeping began in July.
- Shower seats have been installed in each of the handicapped showers
- As you know, the umbrellas we have been purchasing for the pool area have not been holding up well and were constantly having to be replaced; the last three were damaged during last Thursday's storm. Susan Loiselle checked into umbrellas at Patio-O Furniture and I went to Paddock Pool & Furniture. The umbrellas were ordered and were delivered and installed on Friday, August 19th.
- I have requested that the gate attendants check that the umbrellas have been closed whenever high winds begin. The gate attendants do check them when they come on shift in the morning and leave in the evening.
- The guard house monitor was replaced by Quick-Pass as it shorted out due to an issue with the cord from the power pack to the monitor.
- I met with Gene Trog of Four Peaks regarding the request to add river rock for three areas where the wash meets the sidewalk. Adding river rock is not a viable option as any water coming from the wash on the north side of the street passes underneath the road to enter the wash on the other side. Proposals are being acquired for railings at these locations.
- The sleeves for the railings at the spa and at the SE end of the swim lanes have been replaced.
- Sidewalk repairs have been completed in front of lots C40 and C41.
- A light fixture in the lap lane of the pool has been repaired.
- The HVAC went out late yesterday afternoon at the guardhouse. It was repaired; the capacitor was replaced due to rodents having chewed some of the electrical wiring.
- The community walls were inspected by Sharon and Susan Loiselle and then I met with DR Paint and Sherwin Williams for a scope of work.
- Several stop signs were replaced throughout the community.

- The 90" x 37" black mat in the fitness center was replaced.
- I attended the Budget and Finance Committee meeting yesterday.
- The City of Scottsdale cleaned the sewer pipes near Corva and 74th Way and at Visao and Balao (Balao which connects to Brisa). The sewer pipes were not clogged; however, they were routed out and these areas will be on their list for regular inspections.
- The repair of the gate and fence located near the spa will be completed on Monday.
- You probably have noticed that plants were moved to different locations in the Club House. Thank you, Sharon. One plant was replaced. Please thank Susan and Greg for the new one by the front entrance.
- I have reviewed the proposals received from the four companies contacted. The proposals have been forwarded to the BOD of Directors for their review. This item will be discussed shortly.
- Replied to e-mails and phone calls.

UPCOMING:

- A proposal has been received from Four Peaks for the next re-veg area which is for the front entrance and along Pontebella Dr. to Corva. This is presently on hold.
- Obtaining additional proposals for the pool deck repair.
- A proposal has been requested from DR Paint for the community walls that require painting.
- Drive community specifically for monitoring lots for number of trees to meet Community Wide Standards of Landscaping as adopted by the BOD

**RESOLUTION OF THE BOARD OF DIRECTORS
BELLASERA COMMUNITY ASSOCIATION, INC.**

August 25, 2011

WHEREAS, PURSUANT TO Article V, Section 5.2 of the Bylaws of the Bellasera Community Association, the Board of Directors by resolution may establish such committees or charter clubs as it deems appropriate; and

WHEREAS, the Board desires to establish the Security Advisory Committee.

NOW THEREFORE, IT IS RESOLVED, that the Security Advisory Committee is established, effective immediately, for the purpose of discussing and making suggestions to the Board regarding security issues; to manage the distribution of security gate transponders to eligible individuals; and to review and render decisions regarding distribution of gate transponders to non-residents.

IT IS FURTHER RESOLVED, that the Board adopts the attached CHARTER setting forth the responsibilities and limitations of this Committee.

**BELLASERA COMMUNITY ASSOCIATION
COMMITTEE CHARTER
SECURITY ADVISORY COMMITTEE
August 25, 2011**

STATEMENT OF PURPOSE

The Security Advisory Committee is established to advise and assist the Board of Directors with regard to security matters.

MEMBERSHIP AND MEETINGS

Membership on the Committee shall be limited to Association Members in good standing. The number of members, including the Safety and Security Advisor, shall be one to three with membership approved by the Board of Directors. The Committee shall meet only as deemed necessary by the committee members to fulfill the requirements of the functions and assignments as set forth herein.

SCOPE AND RESPONSIBILITY

The Committee is authorized to discuss, make recommendations and communicate, in writing, to the Board of Directors regarding security issues. The committee chairperson may consult with other authorized committees of the Association as necessary. Informal consultation by the Chairperson with the Community Manager is authorized only when coordinated by the Board of Directors through the President.

The Board further appoints the Security Advisory Committee as the entity to manage the distribution of security gate transponders to eligible individuals and to review and render decisions regarding distribution of gate transponders to non-residents. Appeals of Committee decisions shall be heard and decided by the Board of Directors.

RESTRICTED FUNCTIONS

The Committee does not have authority to give directions and/or instructions to contractors, management or employees. It shall not communicate or represent the Association's or Committee's business or political interests or positions to other persons outside the Association. The Committee is not permitted to seek bids for services or any other matters, without the explicit authorization of the Association President.

**BELLASERA COMMUNITY ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
AUGUST 25, 2011**

MOTION

Resolved, the Board appoints Joe Carlon, Dennis Carson and Dennis Soeffner as members of the Security Advisory Committee, effective immediately.

Susan Loiselle
President

**RESOLUTION TO REDUCE SIZE OF MODIFICATION COMMITTEE
BELLASERA COMMUNITY ASSOCIATION, INC.**

August 25, 2011

WHEREAS, Article XI, Section 11.2(a) establishes a Modifications Committee to consist of at least three and no more than seven persons all of whom shall be appointed by and serve at the discretion of the Board; and

WHEREAS, the members of the Modifications Committee agree that the optimum number of members is five.

NOW THEREFORE IT IS RESOLVED, that effective immediately the Modifications Committee shall consist of at least three and no more than five persons.

Bellasera Community Association
Budget & Finance Committee
Reserve Fund Investment Recommendation
July 20, 2011

Following is a summary of BCA's current Reserve Fund positions held at Mutual of Omaha Bank ("MOB") and Merrill Lynch ("ML"):

1. BCA has approximately \$94,000 in cash held at ML in an Insured Savings Account ("ISA") which is currently earning 0.1 % interest.
2. BCA has a CD \$50,000 (face value) held at ML which yields 2.85% and matures on Jan 30, 2012.
3. BCA has \$350,000 (principal) plus approximately \$2,900 (interest) in a CDARS account at MOB which yields 0.83% and will **mature on July 28, 2011.**
4. BCA has \$282,000 (principal) plus approximately \$265 (interest) in a CDARS account at MOB which yields 0.70% and will mature on May 10, 2012.
5. BCA has \$250,000 (principal) plus approximately \$495 (interest) in a MMA account at MOB which currently yields 1.1% (introductory rate valid until November 08, 2011).

Given the current intransigent political positions in the US Congress relating to the debt ceiling plus uncertainties in European financial markets, it is reasonable to assume a scenario of rising interest rates reflective of increasing financial risk. Based on this scenario, the Budget and Finance Committee is recommending that BCA hold Reserve Funds (\$352,900) from maturing CDARS in a short, liquid, FDIC insured environment and be prepared to take further steps as investment opportunities evolve.

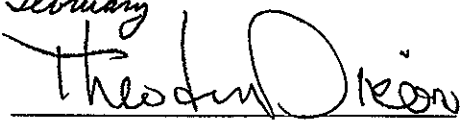
At this time, the best investment vehicle which meets these criteria is the Preferred Deposit Account for Business, available through BCA's existing relationship with Merrill Lynch. The minimum investment is \$100,000. This account is FDIC insured up to \$250,000 and is a direct obligation of the Bank of America. It currently yields 0.5%.

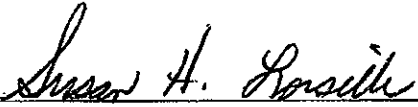
The Budget and Finance Committee further recommends that the balance of the Reserve Funds maturing from the CDARS (approximately \$103,000) should be held in the ISA account at ML along with the \$94,000 currently in the ISA account. The resulting total held in the ISA account will become approximately \$197,000. **HOWEVER, IT IS IMPERATIVE THAT THIS AMOUNT BE SHIFTED INTO A PARTICIPATING ISA BANK OTHER THAN BANK OF AMERICA TO ENSURE FULL FDIC DEPOSIT COVERAGE.**

The following steps are required in order to implement this recommendation:

1. The CDARS currently invested through MOB will mature on July 28, 2011 and should be deposited into BCA's transaction account at MOB. This account has unlimited FDIC insurance.
2. The entire amount of the maturing CDARS should then be transferred to Merrill Lynch for deposit into BCA's Account #72A-07C92.
3. Finally, Merrill Lynch should then be instructed to place \$250,000 into the Preferred Deposit Account for Business and the remaining funds into the ISA Account making sure that **ALL** the funds in the ISA account become the direct liability of a US bank **other than** Bank of America.

The above recommendation is within the parameters as set forth in the Continuing Resolution dated March 24, 2011 and is therefore authorized by:

MD
February

Theodore Dixon, Treasurer
BCA Board of Directors


Susan Loiselle, President
BCA Board of Directors