

**BELLA VISTA VILLAGE PROPERTY OWNERS ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**February 18, 2016 ° 6:30 P.M. ° BELLA VISTA COUNTRY CLUB**

**BOARD MEMBERS PRESENT:** Chairperson Bob Brooks, Vice Chairperson Brad Morris, Directors Bruce Portillo, Ruth Hatcher, John Nuttall, Patrick Laury, Josh Hart, and Ron Stratton.

**BOARD MEMBERS ABSENT:** None.

**OTHERS PRESENT:** Chief Operating Officer Tom Judson, Board Treasurer & Director of Finance & Administration Dwain Mitchell, and Corporate Secretary Genevieve Henderson.

**I. CALL TO ORDER**

Chairperson Bob Brooks called the meeting to order at 6:31 p.m. There were fourteen members in attendance, as well as five media representatives.

**II. PLEDGE OF ALLEGIANCE**

**III. INVOCATION**

Retired Pastor Fred Schaap from the Bella Vista Lutheran Church gave the invocation.

**IV. ADDITIONS/DELETIONS TO THE AGENDA**

Chairperson Brooks made a deletion to the agenda of the New Business XII (D) *Discussion on proposed dock conversion at Loch Lomond for fishing use* because the subject has been sent to a sub-committee of the Lakes JAC Committee for planning and discussion purposes. At a later time the committee will make a recommendation to the Board.

**V. APPROVAL OF BOARD MEETING MINUTES**

Chairperson Brooks asked for a motion to approve the minutes of the January 21, 2016, Regular Board Meeting.

Director Hatcher moved the approval of the meeting minutes, seconded by Director Nuttall. Chairperson Brooks presented the minutes for discussion. There was none.

The motion passed unanimously.

**VII. FINANCIAL REPORT BY DWAIN MITCHELL, TREASURER**

Board Treasurer Dwain Mitchell gave a report on the year-to-date financial reports for January 2016 and presented the Treasurer's Report. The collection of assessments was worse than budget. Golf was better than budget. Cart rentals were better than budget. The RV park is better than budget. Interest on investment was worse than budgeted due to the market. Transfer fees fell short of budget. Cell tower fees were an improvement over budget. Advertising sales were worse than budget. Salaries and wages were better than budget. Professional expenses were better than budget because of outside legal expenses and HR expenses. Credit card fees were worse because the POA collected more in outstanding dues, which resulted in additional credit card fees. Interest on investments for the water department was worse than budgeted. Most of the financial results for the water department are better than budgeted. Salaries and wages in water were better than budget. Mr. Mitchell believes that by the end of March, the POA as a whole will be closer to budget.

**VIII. RESPONSE TO PREVIOUS OPEN FORUM COMMENTS**

Chairperson Bob Brooks reviewed the open forum comments made at the previous Board meeting.

**IX. OPEN FORUM**

Michelle Gilbert, Cargill Drive, expressed concern over the inability of renters and multi-member families to purchase membership cards, in light of the Board's proposal to sell membership cards to

city employees. Chairperson Brooks responded by explaining that the matter of the city employees has been tabled indefinitely, that the matter regarding renters is a matter that the POA members can vote on in April with the next election, and that the matter regarding multi-member families is no longer an issue as the limitation of 2 membership cards per lot has been extended to all Bella Vista resident family members with proof of a matching legal address.

## **VIII. JOINT ADVISORY COMMITTEE REPORTS**

Director John Nuttall reported on behalf of the Lakes JAC Committee. The Committee was given their annual orientation by Mr. Judson. Regarding the proposed docks at Loch Lomond, the report will be in the near future from a subcommittee. The drainage of the South-end ponds on Berksdale will be for the farming of new fish, as there is a limited number of fish for purchase through the Department of Natural Resources. Mr. Judson mentioned that the ponds will remain drained for several weeks to allow for the eradication of harmful bugs so that the bugs will not threaten new fish.

Director Nuttall reported on behalf of the Recreation JAC Committee. The Committee was questioning whether the parks located at the lakes fell under their committee responsibilities. Mr. Judson responded that the Recreation JAC Committee would be responsible for all parks. Director Nuttall gave reports on Recreation JAC Committee items that are further outlined in their minutes.

Keith Ihms reported on behalf of the Golf JAC Committee and reported on the flood repairs on the four impacted courses. New signage will be placed at Berksdale in 2-3 weeks. The old bridge at #12 Berksdale will need to be removed. The staff continues to remove gravel from the courses and is testing the two back bunkers with “billy-bunkers”. The staff will probably begin working on the sod in the spring. All gravel removal will require a permit if moved to a location not on POA property. Seventy-five percent of the POA crews’ time was spent on flood cleanup. Approximately 60 volunteers contributed to the flood cleanup.

Chairperson Brooks gave a summary as to the orientation that these committees received from Mr. Judson. All committee orientations have been completed.

## **IX. OLD BUSINESS**

### **A) VOTE – Changes to selected Bylaws**

- 1) Bylaws Article VIII, Sec 1: Makes the number of Election Committee members flexible – Second and Final Reading

COO Tom Judson introduced and summarized the proposed changes to the Bylaws.

Director Morris moved to approve the proposed changes, seconded by Director Laury.

Chairperson Bob Brooks presented the proposed changes for discussion.

The motion passed unanimously.

- 2) Bylaws Article VIII, Sec 10: Changes process for appointment of JAC members – Second and Final reading

COO Tom Judson introduced and summarized the proposed changes to the Bylaws. Chairperson Brooks clarified the need for the proposed changes.

Director Morris moved to approve the proposed changes, seconded by Director Nuttall.

Chairperson Bob Brooks presented the proposed changes for discussion.

The motion passed unanimously.

## **X. NEW BUSINESS**

### **A) First reading of proposed changes to Board Policy 1.07. Revises the timing of when the agenda and minutes are distributed.**

COO Tom Judson introduced and summarized the proposed changes to the Policy 1.07. Chairperson Brooks clarified the need for the proposed changes.

Director Morris moved to approve the proposed changes, seconded by Director Laury.

Chairperson Bob Brooks presented the proposed changes for discussion.

The motion passed unanimously.

### **B) First reading of proposed changes to Bylaw Article VII, Section 6. Revision states the interchangeable nature of the titles General Manager and Chief Operating Officer.**

COO Tom Judson introduced and summarized the proposed changes to the Bylaw.

Director Nuttall moved to approve the proposed changes, seconded by Director Hart.

Chairperson Bob Brooks presented the proposed changes for discussion.

The motion passed unanimously.

### **C) Update on Scotsdale drainage ditch repair project.**

Keith Ihms reported that the project started a week ago on Monday. The project will be completed by April 8, 2016. There is a penalty if the contractor does not complete the project by the due date.

### **D) Proposal to outsource the distribution and tabulation of votes for the upcoming election. Proposal includes providing property owners the ability to vote electronically.**

COO Tom Judson introduced and summarized the proposal and information on the election service company.

Director Morris moved to approve the outsourcing proposal, seconded by Director Nuttall.

Chairperson Bob Brooks presented the proposal for discussion. Vice Chairperson Morris mentioned that the Election Committee is in support of this proposal. Mr. Judson mentioned that the Election Committee has been working closely on a weekly basis with the POA staff in the planning of the election. Mr. Judson confirmed with the attorney Doug McCash that this outsourcing is allowed by the governing documents.

The motion passed unanimously.

### **E) Presentation of names and order of Board Candidates for 2016 Election by Election Committee Chairman**

Election Committee Chairman Buddy Gray reported that the Corporate Secretary Genevieve Henderson had presented the three Board Candidates to him. Mr. Gray then held a lottery drawing to determine the order of the Candidates for the 2016 ballot.

The results of the lottery drawing were as follows:

- 1) Bruce Portillo
- 2) John Nuttall
- 3) Andrew Davis

**XI. ANNOUNCEMENTS**

- A) The next GM/Board Monthly Meeting will be held on Thursday, March 3, 2016, 2:30 p.m. in the Country Club Board Meeting Room. (This is a closed discussion meeting.)
- B) The next Board of Directors Work Session will be held on Thursday, March 10, 2016, 8:00 a.m. in the Country Club Board Meeting Room.
- C) The next Board of Directors Regular Meeting will be held on Thursday, March 17, 2016, 6:30 p.m. in the Country Club Board Meeting Room.

**XII. ADJOURNMENT**

Chairperson Bob Brooks adjourned the meeting at 7:26 p.m.

Submitted:

Approved:

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Genevieve Henderson, Corporate Secretary

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Bob Brooks, POA Chairperson