

**BEACH WALKER VILLAS ASSOCIATION, INC.
BOARD OF DIRECTORS/ANNUAL MEMBERSHIP MEETING
DECEMBER 6, 2008**

A Board of Directors Meeting of the Beach Walker Villas Association, Inc. was held this day in the Amelia Room, Property Owners' Clubhouse, Amelia Island Plantation, Amelia Island, Florida.

BOARD MEMBERS PRESENT

Taylor Merrill, President
Bradford Burnette, Vice President
Wayne Middleton, Secretary/Treasurer
James Thompson, Director – Via Telephone
David Montgomery, Director

AMELIA ISLAND MANAGEMENT

Scott Muir – Director
Tim Scholl - Community Assn. Mgr.
Shirlene Reeves – Sr. CAM Villa Accountant
Vicki Akins - Administrative Assistant

OWNERS PRESENT

Lois Brandenburg
J. Pines
Judith Merrill
Joann Speas

GUESTS PRESENT

Construction Solutions, Inc.
Jason Hambrecht
Michael Pettingill

**CONFIRMATION OF MEETING NOTICE, DETERMINATION OF
QUORUM, AND CALL TO ORDER**

Notice of the meeting was mailed to the membership on November 5, 2008 and posted on property, which is in accordance with the Documents of the Association. There were 759.0% owners represented by proxy and 66.6%

owners present in person totaling 825.6%, which represented a quorum. President Merrill called the meeting to order at 9:00 a.m.

APPROVAL OF MINUTES

Bradford Burnette moved to approve the October 10, 2008 Board of Directors. Wayne Middleton moved to approve the December 8, 2007 Annual Meeting.

AMELIA ISLAND MANAGEMENT REPORT

Review of Financial Statement

Shirlene Reeves stated Amelia Island Management prepared and mailed a monthly financial report reflecting the annual budget and actual money spent with year-to-date totals. There is one person who is in arrears with their monthly assessment. A letter has been sent to that owner giving them 30 days to pay before a Claim of Lien is issued.

Review of Maintenance Projects

Tim Scholl discussed the Community Association Manager's Report, which covered recently completed, ongoing, and future projects for Board consideration. See attached.

Jason Hambrecht and Michael Pettingill from Construction Solutions discussed their Annual Inspection Report. See attached. Jason Hambrecht stated he would work with Tim Scholl and prioritize the maintenance issues involved in the report, with approximate costs, to be submitted to the Board for their review.

President Merrill asked about procedure that the Board should follow to get the owners to replace leaking windows and doors. Shirlene Reeves stated the Board has the right to enter any unit for maintenance and repair to the common elements. The Board has the right to notify the offending owner that he/she has a specific time period to replace the windows and doors. If the unit owner does not replace the windows and doors, the Board has the right to have them replaced and collect the cost from the owner. A lien cannot be placed against the property, but the owner can be taken to small claims court to recover

the cost. Scott Muir read from the Documents the information concerning the issue. Because the Documents are very old, an updated legal opinion should be obtained from a lawyer before this action takes place.

Joann Speas stated the unit over her unit will not have water testing done from the repair of a crack through the concrete into her bedroom. It is a wonderful repair, but has not been water tested. She requested the Board give her a letter stating if the owner refuses access and the crack leaks again, she will be 100% covered for any water damage. Discussion ensued and Bradford Burnette stated it was his unit that is above Mrs. Speas and she should write a certified letter to him stating if the crack leaks and the leak is because of his negligence, it will be his responsibility to remedy the situation. Discussion ensued concerning replacement of windows and sliding doors and the Board decided to obtain a legal opinion from Attorney Tomasseti and draft a letter to the offending owners.

Wayne Middleton moved to get access to the remaining units that CSI has not tested so they can complete their survey. David Montgomery seconded the motion. The vote carried unanimously.

Wayne Middleton moved to engage Attorney Tomasseti to give an opinion on what authority the Board's has for installing windows and doors. David Montgomery seconded the motion. The vote carried unanimously.

The Board requested Jason Hambrecht provide a list of the units with the more serious water intrusion leaks, in particular the units that have the original windows and doors. Jason Hambrecht stated CSI can recommend windows and installers.

James Thompson moved to mail a letter to those units which CSI has identified as having the most urgent need of repair to prevent leaking which is damaging the integrity of the building and affecting other units. The letter should urge prompt action to remedy the

leak. Bradford Burnette seconded the motion. The vote carried unanimously.

David Montgomery volunteered to contact Attorney Tomassetti for a legal opinion and draft a letter to the owners.

OLD BUSINESS

BEACH WALKWAY-QUOTES and WOODEN DECKING BETWEEN GAZEBOS IN POOL AREA-QUOTES

Tim Scholl stated the last part of the walkway past the grilling area on the beach walkover is going to be updated in January 2009. The bid covers the walkway. The wooden decking between the gazebos in the pool area will be included in a revised quote.

Bradford Burnette moved to repair the walkway and expand the decking between the two gazebos in the pool area. David Montgomery seconded the motion. The vote carried unanimously.

SIGNAGE-QUOTES

President Merrill stated the specifications for the signage have been sent to a sign company in Jacksonville. Sign specifications are from the Architectural Review Board (ARB). Tim Scholl stated he is waiting for a bid that will incorporate all the new ARB sign specifications.

ENTRYWAY LIGHTING

President Merrill stated a recessed light has been found that will be acceptable. It is a LED light which is three watts with a twelve volt system. It will fit in the ceiling areas of the entryways at the elevators.

David Montgomery moved to proceed with the entryway lighting not to exceed \$10,000.00. Build soffit/box down the side to aim some of the light down the wall and to replace the old lights with new lights. Bradford Burnette seconded the motion. The vote carried unanimously.

C & D PARKING AREA DRAINAGE

President Merrill stated there is a bid from Markel for \$9,000.00 to resolve the drainage problem in the parking areas of C & D building. After discussion it was resolved that grooves should be cut in the pavement with the use a level laser to try and resolve the issue before spending the \$9,000.00.

Tim Scholl stated there was an original quote from Wayne Automatic for replacing the fire sprinkler system piping. Jason Hambrecht stated the pipes in the garage are in very poor condition. Simplex bid \$150,000.00 and Wayne Automatic bid \$100,000.00. Tim Scholl stated another vendor, W. W. Gay, could be contacted to bid. Discussion ensued and the Board requested Jason Hambrecht draw up specifications for the piping project.

Bradford Burnette moved to request new bids using the CSI specifications for the pipe. David Montgomery seconded the motion. The vote carried unanimously.

NEW BUSINESS

REVIEW & APPROVAL OF PROPOSED 2009 BUDGET

Bradford Burnette moved to approve the proposed 2009 budget at a level of \$816,833.00 as presented. James Thompson seconded the motion. The vote carried unanimously.

The average monthly assessment for 2009 is \$709.06 per unit.

VOTE ON CAPITAL RESERVE

State law requires full funding of the Capital Reserve unless owners vote to waive or under fund.

Of the 825.6% owners present and represented by limited proxy, there were 803.7% “yes” votes, 11.5% “no” votes, and 10.4% unknown votes to waive funding

NOTE: All limited proxies must be checked “YES” or “NO” to be counted. If left unchecked, proxies are considered “UNKNOWN” and can only be used to establish a quorum.

Mrs. Pines commended the Board and property management on their diligence and hard work on behalf of the Association.

INSTALLATION/APPOINTMENT OF DIRECTORS

President Merrill stated there are five positions to be filled on the Board and five notices were received from Brad Burnette, Taylor Merrill, Wayne Middleton, David Montgomery, and James Thompson. These five people have been installed on the Board. There will be a Board of Directors meeting following the Annual meeting for the election of officers.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:15 a.m.

BOARD OF DIRECTORS MEETING

CALL TO ORDER

Taylor Merrill called the Board of Directors meeting to order. There were five Board members present which represented a quorum.

ELECTION OF OFFICERS

The 2008 Board unanimously agreed the Directors for the 2009 Board would remain in the same positions as they held in 2008.

The slate for the 2009 Board of Directors is as follows:

President	Taylor Merrill
Vice President	Bradford Burnette
Secretary/ Treasurer	Wayne Middleton
Director	James Thompson
Director	David Montgomery

MEETING DATES

The 2009 meeting dates are as follows:

Board Meeting February 27, 2009 at 9:00 a.m.

Board Meeting May 22, 2009 at 9:00 a.m.

Board Meeting August 14, 2009 at 9:00 a.m.

Board Meeting October 2, 2009 at 2:00 p.m.

Annual Meeting December 11, 2009 at 9:00 a.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:20 a.m.

Respectfully submitted,

Taylor Merrill

Taylor Merrill
President

Attachments
2009 Budget
2009 Board of Directors List
Community Association Manager's Report
CSI Annual Inspection Report