

**BEACH WALKER VILLAS ASSOCIATION, INC.**  
**BOARD OF DIRECTORS MEETING**  
**AUGUST 19, 2011**

A Board of Directors Meeting of the Beach Walker Villas Association, Inc. was held this date in the Amelia Island Management Conference Room, 5440 First Coast Highway, Amelia Island, Florida.

**BOARD MEMBERS PRESENT**

Taylor Merrill, President  
Bradford (Brad) Burnette, Vice President  
Wayne Middleton, Sec./Treasurer (via phone)  
James (Jim) Thompson, Director  
David Montgomery, Director

**OWNER PRESENT**

Judith Pines

**AMELIA ISLAND MANAGEMENT (AIM)**

Steve Mehas, Community Association Manager  
Shirlene Reeves, CAM Villa Accounting Manager  
Joan Sheets, CAM Administrative Assistant

**CALL TO ORDER**

Notice of the meeting was emailed to the Board on August 15, 2011 and posted on property, which is in accordance with the Documents of the Association. There were four Board members present in person and one present via telephone, which represented a quorum. President Taylor Merrill called the meeting to order at 2:00 p.m.

**APPROVAL OF MINUTES**

**David Montgomery moved to approve the May 20, 2011 Board of Directors Meeting Minutes, as written. Jim Thompson seconded, and the vote was unanimous.**

**FINANCIAL REPORT**

Shirlene Reeves reviewed July 31, 2011 Financial Report and the new format. The funds allocated to the Capital Reserves are by the percentage of the funding of line items divided by the total annual contribution.

### **Review of 2012 Proposed Budget**

Shirlene Reeves reviewed the 2012 Proposed Budget and the following items were discussed:

- If the Pooled Capital Reserve and Board Fund contributions are decreased slightly, the monthly assessment will remain the same as last year.
- The Elevator Contract line item was increased to \$20,000.
- The Elevator Repairs line item was decreased to \$2,000.
- The Elevator Inspector line item was changed to Elevator Consultant.
- If the Board decides to proceed with the gutter system replacement and/or the entry gate system, these costs would come out of the Board Contingency Fund.

### **CD Maturities**

Shirlene Reeves reported when the CDs matured, the funds were invested in Money Market Funds at a higher rate with EverBank, Compass and Sun Trust.

## **AMELIA ISLAND MANAGEMENT REPORT**

### **General Report**

Steve Mehas reviewed the CAM Report (copy attached) and the following items were discussed:

- The main vent line clogs were repaired including some line replacement and sheetrock repairs.
- There has been an ongoing issue with a backup in unit 1195. One of the plumbers who investigated the unit determined the toilet needed replacing. Steve Mehas will check with the other two plumbers to see if they concur.
- There was mold discovered in the sheetrock in three closets in unit 1195. It appears it is due to leaking doors. As sheetrock is the responsibility of the Association, the Board discussed having the doors replaced and billing the owner to prevent further sheetrock issues. Steve Mehas will investigate further and send a letter to the owner with the facts and possible remedies.

- Reroofing the gazebos will be delayed until the fall.
- It will cost approximately \$1,200 to remove the fire hoses and racks and the current boxes will work to hang fire extinguishers in. It would require 24 new extinguishers at approximately \$1,500. President Merrill asked Steve Mehas to check the size (pounds) of the new extinguishers and let him know. This system will be left as is for now.
- The drains in the trash rooms in buildings C and D do not work. It will cost approximately \$800 to replace them. The Board directed Steve Mehas to have them repaired.
- Darlington Enterprises has requested a 3-1/2% increase in his contract amount. This is the first rate increase in three years. This was approved by the Board and was also included in the 2012 proposed budget.

## **OLD BUSINESS**

### **Elevator Project – Status Update**

Steve Mehas reported Malcolm Daigle is working on the shop drawings, but still needs the maintenance contract signed, which President Merrill did following the meeting.

**Wayne Middleton moved to take the capital costs for the elevator project out of the Capital Reserves. Brad Burnette seconded, and the motion passed unanimously.**

Steve Mehas is seeking bids to install air conditioners in the elevator mechanical rooms. The Board directed Steve Mehas to obtain quotes from Coastal Elevators for other elevator work (i.e., cab interiors, etc.) and to confirm the elevator project dates.

### **ADA Pool Lift**

As each association's situation is different, Steve Mehas recommended that Beach Walker should get its own legal opinion as to the necessity of obtaining a pool lift. The Board deferred a decision until a later meeting.

### **TV Cable Status**

Comcast will give Steve Mehas a 30 day notice when they are planning to cut off all old cable service.

### **NEW BUSINESS**

#### **“No Parking” Signs for East Drive Lane**

This item was not discussed. (Steve will research potential placements and design requirements of signs as discussed during the pre-meeting walk-about.)

#### **Additional Parking Spaces On West Side of C&D Parking**

A diagram of approved spaces was presented and it was decided to go ahead and prepare those spots that could be easily be created. The creation of the spots requiring more expense was deferred.

#### **Entry Gate Reconsidered – Both Lots**

Steve Mehas will proceed with obtaining ARB approval to install entry gates. The decision on whether to install the gates will be made at a future meeting. Discussion ensued.

**Brad Burnette moved to proceed with the entry gate project subject to ARB approval, once the particulars and expenditures are known, it will be discussed at the October meeting. David Montgomery seconded, and the motion carried unanimously.**

#### **Discussion Regarding Roof Gutter Replacement**

The roof gutters are starting to deteriorate. Steve Mehas obtained two bids out of four requests. The cost for all four buildings, east and west sides, is approximately \$48,000. This item was deferred until the next meeting. Temporary caulking will be done as needed.

### **QUESTIONS/COMMENTS**

Judith Pines, AIPCA Communications Committee Chair, answered questions and discussed the proposed Executive Director and other positions for AIPCA.

### **ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:30 p.m.

Respectively submitted,

Taylor Merrill /js

Taylor Merrill  
President

TM/js  
Attachment