

BEACH WALKER VILLAS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
MARCH 13, 2015

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

BOARD MEMBERS PRESENT

Taylor Merrill, President
Brad Burnette, Vice President
David Montgomery, Director
Jim Thompson, Director
Paul Greco, Director

AMELIA ISLAND MANAGEMENT

Steve Mehas, Community Association Manager
Shirlene Reeves, Financial Director
Jane Kalem, Executive Assistant

BOARD MEMBERS ABSENT

None

GUESTS PRESENT

Jason Hambrecht, CSI
Josh Martin, Attorney

OWNERS PRESENT

Sign in sheet on file.

CALL TO ORDER

Notice of the meeting was emailed to the Board on March 4, 2015 and posted on property, which is in accordance with the Documents of the Association. There were five (5) Board members present in person, which represented a quorum. President Taylor Merrill called the meeting to order at 9:00a.m.

APPROVAL OF MINUTES

Brad Burnette moved to approve the December 12, 2014 Board of Directors Meeting Minutes, as written; Paul Greco seconded, and the motion passed unanimously.

AMELIA ISLAND MANAGEMENT REPORT

CAM Report

Steve Mehas reviewed the Community Association Manager's Report (copy attached). The main focus has been on the HVAC project and location. Of the 125 units, the HVAC project has been completed on 114 units. Everything is set in place to complete the wiring on the last eleven units, but seven of the HVAC units will need to be replaced first. These seven owners have been notified but have not yet committed to replacement with the primary contractor, Milt's of Amelia.

Steve reported that the concrete stairs under the transformer in Building C are in bad shape and should be repaired prior to the overall refurbishment of the C & D buildings. Also the Board was asked to consider resurfacing the elevator landing ceilings now that the corral roofing has been replaced to stop further leaks from above. The Board agreed that bids should be requested for the work and may agree to the project before the May meeting.

Financial Report/Insurance Review

Shirlene Reeves reported that the Association overspent by \$10,899 for the month due to the projects going on. However, the Association was still \$11,000 to the good for the month not looking at the project expenses. For the Accounts Receivable, three second warnings were given, and there was one bankruptcy.

OLD BUSINESS

Air Conditioner/Mezzanine Project – Update

Discussion ensued regarding the HVAC corrals newly added security gates. Steve Mehas explained that

the idea is to have a master key to the gate, which will be kept at the Amelia Island Management office and with Security. A suggestion was made to design a small sign for the gate door to explain the after hour's access procedure and also to send out a notice to known HVAC contractors on this same procedure.

Window/Door Update

Steve addressed issues with the window replacements being made by owners per the Boards requests. Owners are finding serious deterioration of window framing structure once they remove the older windows, the framing is being rebuilt at this point by the Association so installation of new windows may continue. Discussion ensued regarding specific units, who has or has not responded to the September letter sent out, and how to move forward with units who have not responded. The Board discussed composing a short letter from their attorney, Josh Martin, addressing the new Florida law which makes an owner responsible for any damage his or her leaking window creates. The letter that was sent out in September 2014 told owners to develop a plan to replace the leaking windows. Now the Board would like to develop their own plan for those owners who have failed to replace their windows or respond to the letter. As far as the actual replacement of the window, the contractors that have been recommended to do the work have been ICF & Associates, Florida Restoration and Sun South Windows & Doors, Inc. It was pointed out that ICF & Associates has closed their doors and are out of business. Other vendors are allowed when hired by individual owners as long as the approved specifications are followed and CSI supervises the work.

Attorney Josh Martin arrived to the meeting and discussion continued regarding the window and doors that are leaking. Josh also informed the Board that they have the option to require owners to inspect their water heaters every so often. In order to ensure the units with issues are addressed, the Board could draft a lawsuit to be filed if owners do not respond regarding their leaking windows. Discussion ensued regarding whether or not the Board should have Josh Martin draft a complaint and then what course of action should be taken.

James Thompson proposed a motion that upon confirmation of windows that are leaking, the Board will instruct Attorney Josh Martin to send a letter including a draft legal complaint to each of the units where leaks have been confirmed, advising that a lawsuit will be filed if the owners do not submit a replacement plan by a specified date. Brad Burnette seconded the motion. Discussion ensued. James Thompson modified the motion to state that a—before the attorney's letter, affected owner's will receive a notice from the Board explaining the action which will be taken if such owners do not submit a plan to replace leaking door/windows by a date certain. Brad Burnette seconded the motion as amended, and the motion passed unanimously.

Steve Mehas will first verify that there is documentation in place to illustrate which units have issues with their windows or doors before Josh Martin drafts any letters. Steve will verify with each owner as to what he or she has done to take care of any issues that were first brought to his or her attention in September.

David Montgomery agreed that he will draft the letter from the Board advising the owners in units with issues that they will receive a letter from the Association attorney regarding pending legal action if the issues are not addressed.

Discussion About Bylaw /Rule Changes for Owner Liability Issues Per New State Laws

The new Florida law makes owners responsible for any damage their negligence causes. Steve Mehas reported that in order to enforce the change in the condominium law regarding damages, the Association is responsible for notifying owners what constitutes negligence.

Josh Martin has drafted an update to the Rules and Regulations regarding the policy for water damage in the units. Discussion ensued regarding insurable events, common elements, statute requirements, and Association requirements. The Rules and Regulations adoption requires a fourteen (14) day notice to owners with a copy of the proposed Rules and Regulations. David Montgomery will review and edit the Rules and draft new Rules to circulate to the Board for their input.

NEW BUSINESS

Discussion About Bylaw Changes for Annual Meeting Change

Josh Martin drafted a proposed change to the Bylaws which gives the Association the flexibility to change the Annual Meeting date to another date other than December.

David Montgomery moved to send out a notice regarding the proposed Bylaw change to all owners at the May meeting. A self addressed stamped envelope and a proxy will be included. Paul Greco seconded the motion and the motion passed unanimously.

QUESTIONS/COMMENTS

Steve Mehas received a report that an inspector found flying termites in four locations on the property. This is a seasonal problem, and treatments will be applied at each location at \$250 per unit. There is \$500 in the budget this year for this.

The Board approved purchasing hotel style luggage carts for A/B, C & D, with a non-removable sign on each indicating property of Beach Walker Villas. These carts are to be placed at the ground floor elevator landings for C & D, and in the trash room for buildings A/B.

Discussion ensued regarding the garage doors for the trash and how difficult they are to open at times. They are beginning to have an age issue. Steve Mehas will have the doors adjusted so they are easier to open. Mechanized lift motors are not an option at this time.

Steve Mehas has asked Richard Darlington for a tentative schedule of the annual east dune tree trim & thinning, anticipated within the next 30 days.

Steve will also make sure the rings on top of the trash cans are painted.

The time of the October 16, 2015 Board of Directors meeting will be moved from 9:00a.m. to 2:00p.m. in the Amelia Island Management Conference Room due to room schedule conflicts at 9:00a.m.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:44a.m.

Respectfully submitted,

Taylor Merrill

Taylor Merrill
President

TM/jk
Attachments