

BEACH WALKER VILLAS ASSOCIATION, INC.
SPECIAL MEMBERSHIP MEETING
May 1, 2015

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

None

OWNERS PRESENT

Sign in sheet on file.

CALL TO ORDER

Notice of the meeting was emailed to the Board on April 10, 2015 and posted on property, which is in accordance with the Documents of the Association. There were 73.28% owners represented by proxy or present in person, which represented a quorum. There were five (5) Board members present in person, which represented a quorum of the Board. President Taylor Merrill called the meeting to order at 9:01a.m.

APPROVAL OF MINUTES

Jim Thompson moved to approve the March 13, 2015 Board of Directors Meeting Minutes, as written; David Montgomery seconded, and the motion passed unanimously.

AMELIA ISLAND MANAGEMENT REPORT

CAM Report

Steve Mehas reviewed the Community Association Manager's Report (see attached) and highlighted the following projects and service responses completed in the year to date:

- Building Maintenance
 - Three bellman's carts were purchased—1 for A and B, 1 each for C and D. Signs are in production and will be mounted.
 - The trash room doors for Buildings C and D were serviced. It was decided to reinstall the motorized door openers with a simple on/off switch rather than a key pad. Steve will work on this project.
- HVAC Corral project
 - The project is now complete, except for some required trimming on some drain scuppers, and the corrals are secure. All of the HVAC condensers were removed, the roofs were scraped down to bare concrete, concrete repairs were made, a new roof with improved drainage was constructed, and a mounting rack system was installed so all of the units are elevated now for easier maintenance and a longer life span.
 - This was all an Association expense. Moving forward, any repair costs will be on the owner.

- A key is required to access the corrals, and the keys can be found at the AIM (Amelia Island Management) office or the security department. A notice will be sent to all owners regarding key access. A sign will also be attached to each corral gate with the access information.
- Pool Area
 - The underwater light bulb in the deep end was replaced.
 - The black algae build-up was scrubbed in the deep end.
- Light Maintenance
 - The old pole fixture in the North West parking location was replaced with new LED lighting.
- Pest Control
 - Spot treatments were done in Buildings A and B where termites were found.
 - If any owner notices issues with pests, call AIM so the areas can be treated.
- Landscape maintenance, other than monthly contract
 - The annual East dune tree trim and thin project has been completed
 - The seasonal flowers have been rotated. The trays consists of 30 Melampodium, 50 Zinnia, and 21 bags of pine mulch.
 - The spring shrubs were treated with sulfur, and the lawn has been fertilized.
- Fire Safety System
 - Fire hoses were removed in thirty locations, and now there are 52 handheld fire extinguishers.
 - The emergency light fixtures were replaced on the second floor of Building D.
 - Problems with the water flow switch, pull station, and service calls for two alarms were addressed.
- Projects for consideration or in process
 - Consider resurfacing the elevator landing ceilings with new application of worm texture. This project was approved by the Board.
 - The fire sprinkler compressor failure at Building C South on 4/25/15 and transferring the system to “wet” until new compressors are installed.
 - Steve has received one bid for the replacement of the C and D elevator cab floor tiles but will first research suggestions the Board discussed regarding the elevator flooring.
- Insurance
 - The insurance quotes will not be in for about another two weeks. The preliminary reports suggest that there will be a slight decrease in property and liability coverage but an increase in flood insurance.

Questions and discussion ensued regarding website ownership, who can own the website and the annual required payment by credit card. Steve Mehas informed the Board that someone is managing the website, but Wayne Middleton still owns the website. The Board discussed opening a credit card in the Association’s name to pay the annual website fee. Shirlene Reeves will look into getting a credit card in Beach Walker’s name for payment of the website ownership.

Financial Report/Insurance Review

Shirlene Reeves reported the following in regards to the financials:

- As of the end of March, the Association had \$808,000 in assets liability and equity.
- Through March, the financials show that the Association is at a deficit of \$71,449, but this is because of the HVAC project. The HVAC project costs were run through the Board fund, which totaled \$83,458 so technically the Association is about \$12,500 to the good.
- As far as Accounts Receivable, there were two second warnings, one late notice, and the one bankruptcy.

Per President Merrill’s inquiry, Shirlene Reeves will revise the financial report format so that the Subtotal

Operating Expense category will be located above the Board Fund category.

President Merrill commented that the Board understands the Association may have higher dues than other associations. This is due to anticipated expenses in the future. Rather than have a surprise assessment, the Board has \$800,000 in the bank for future projects.

OLD BUSINESS

Air Conditioner/Mezzanine Project Update

Discussion ensued regarding the air conditioner in the mezzanine areas and the fact that the condenser can be seen over the balcony. The Board proposed possible solutions to hide the condenser, such as extending the wood railing, using balcony railings, and replacing the balcony with a low, brick wall. The Board and Steve Mehas agreed to revisit this issue later, keeping in mind dimensional requirements.

Window / Door Update / Action Plan

Steve Mehas explained the delays and status of the window projects. The primary contractor recently went out of business. Steve has found other contractors and is trying to reintroduce them to the owners who still need to replace their windows. At this point, there are 12 of 23 units known to have been replaced. Steve will soon obtain a list of which units have and which units have not had their windows replaced.

David Montgomery moved that Steve Mehas ascertain which documented leaking windows have not already been replaced. From there, the Board will send a warning letter to those owners who have not replaced their windows, letting them know that they must respond by a certain time or they will receive a letter from a lawyer mandating them to fix their windows. Paul Greco seconded the motion. Discussion ensued regarding the certain time by which the owners who have not replaced their windows should respond. The Board agreed that the owners should have from the time the first letter is sent out until June 15, 2015 to respond before a letter from a lawyer is sent. Paul Greco reiterated his second of the motion and the motion passed unanimously.

VOTE TO AMEND BYLAWS

Judith Pines moved to accept the amendment to the Bylaws to allow the Board to set the Annual Meeting date rather than being required to have the Annual Meeting in December as the Bylaws state; David Montgomery seconded and the motion passed unanimously.

Discussion ensued regarding when to have the Annual meeting.

Brad Burnette made a motion to move the Annual Membership meeting to October 16, 2015; David Montgomery seconded and the motion passed unanimously.

NEW BUSINESS

Proxy Results / Vote Regarding Bylaw Changes for Annual Meeting Change

Of the 73.28% owners represented by proxy or in person, there were 73.28% “yes” votes, 0% “no” votes, and 0% “unknown” votes to amend the Bylaws allowing the Board to set the Annual Meeting date.

Discussion / Adoption of Updates to Rules & Regs

President Merrill discussed the Rules and Regulations handout comprised of possible rule changes and additions the Board will vote on at the next meeting. The Board made wording changes to numbers 1 through 12 of the current rules and regulations and drafted ten additional rules and regulations (13-22). Discussion ensued regarding the rules and regulations updated draft. In particular, the Association discussed why or if a water heater must be replaced after ten years, the need to have a rule about keeping

pets on a leash and picking up after pets, requiring permits for parking, owners parking trailers overnight, and whether or not to incorporate the AIPCA rules into the Association's Rules and Regulations. The Board will notify the membership in writing to explain the change in the Florida Statutes and the reason for the updates to the Rules and Regulations. David Montgomery will revise the draft of the Rules and Regulations along with a cover letter explaining the rules and will circulate them to the Board for their review. The membership will be notified fourteen days prior of the Rules and Regulations the Board will vote on at the next meeting.

Preliminary Discussion of Maintenance Projects for 2015/16 Winter

Steve Mehas has two bids to improve the elevator landing ceilings in Buildings C and D. The bids include scraping and retexturing the ceilings with a worm finish for the first, second and third floor landings in Buildings C and D. One bid, from Fields Stucco, came in at \$26,088. The other bid came in at \$41,380. Discussion ensued regarding whether or not to have this project done soon or wait for a later time.

David Montgomery moved to accept the lower bid from Fields Stucco to repair the elevator ceilings in Buildings C and D. Brad Burnette seconded, and the motion passed unanimously.

QUESTIONS/COMMENTS

A question was proposed as to whether the Villas were still bringing in workers not skilled in the particular trade to work on the showers. The Villas assured Steve that the worker was a licensed contractor, but they do now agree that a worker needs to be skilled in a particular trade.

ADJOURNMENT

There being no further business, President Merrill called to adjourn the meeting.

David Montgomery moved to adjourn; Brad Burnette seconded and the meeting adjourned at 11:17a.m.

Respectfully submitted,

Taylor Merrill

Taylor Merrill,
President

TM/jk
Attachments