

**BEACH WALKER VILLAS ASSOCIATION, INC.  
ANNUAL MEMBERSHIP/ BOARD OF DIRECTORS MEETING  
OCTOBER 16, 2015**

An Annual Membership/Board of Directors Meeting of the Beach Walker Villas Association, Inc. was held this day in the Amelia Island Management Conference Room 5440 First Coast Highway, Amelia Island, Florida.

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**BOARD MEMBERS PRESENT**

Taylor Merrill, President  
Brad Burnette, Secretary/Treasurer  
David Montgomery, Director  
Jim Thompson, Director  
Paul Greco, Director

**AMELIA ISLAND MANAGEMENT**

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

**OWNERS PRESENT**

Sign in sheet on file at AIM.

**GUESTS PRESENT**

Jeff Sellers, CSI

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

Notice of the meeting was mailed to the membership on October 2, 2015 and posted on property, which is in accordance with the Documents of the Association. There were 52.78% owners represented by proxy or present in person, which represented a quorum. President Taylor Merrill called the meeting to order at 9:12a.m. to conduct Board of Director business and called the Annual Meeting to order at 10:13a.m.

**APPROVAL OF MINUTES**

**Judy Merrill moved to approve the December 12, 2014 Annual Membership Meeting Minutes, as written. John Kelly seconded, and the motion carried unanimously.**

**Brad Burnette moved to approve the October 10, 2014 Board of Directors Meeting Minutes, as written. Jim Thompson seconded, and the motion carried unanimously.**

**PROPERTY MANAGER'S REPORT**

Steve Mehas reviewed the Community Association Manager's Report (copy attached).

Projects for consideration or in process –

- Pipe hangers for C & D garages, 95% completed
- Fire hoses boxes cabinets repainted inside and out with hand held extinguishers placed inside
- New Rules sign updated at pool, depth markers added at water line per insurance requirement
- Several light issues due to extreme weather causing power outage and striking equipment
- Monitoring septic tanks @ pool area for spring cleanout as needed
- Replacement of C & D elevator cab floor tiles – waiting for Board selection of tile to be used from samples provided
- Conducted survey for all units; HVAC drains, water heater pan drains, water supply lines – report from CSI indicates 14 units not accessible, will reschedule with owners
- East patio tile repairs ordered for 1183
- Prioritize exterior renovation plans for C & D buildings 2016 & 2017, determine financing plan – in process with CSI, contractors and bankers
- Strong response from owners on window and door replacements for known leak issues, all except one unit identified as bad have been replaced or in process currently

## **FINANCIAL REPORT**

### **Vote to Approve 2016 Budget**

Discussion ensued regarding the 2016 budget, line of credit, capital reserves, special assessment, increase in dues, real estate values.

**David Montgomery moved to approve the 2016 Budget as proposed; Paul Greco seconded and the motion passed unanimously.**

Shirlene Reeves reported the bank has pre- approved a line of credit once the Board has approved the budget for the special project. The line of credit will stay available and will be floating interest rate.

### **Vote on Reduced Funding of Capital Reserve**

Discussion ensued regarding reducing the funding of Capital Reserve.

**Judith Pines moved to waive full funding of the Capital Reserve as projected in the budget for 2016; John Kelly seconded the motion. Of the 52.78% owners present or represented by limited proxy, there were 52.78% “yes” votes to waive full funding of the 2016 Capital Reserve; 0% “no” votes and 0% “unknown” votes. The motion passed unanimously.**

**Judith Pines moved to partially fund the Capital Reserve as projected in the budget for 2016; Judy Merrill seconded the motion. Of the 52.78% owners present or represented by limited proxy, there were 52.78% “yes” votes to partially fund the 2016 Capital Reserve; 0% “no” votes and 0% “unknown” votes. The motion passed unanimously and the 2016 Capital Reserve will be partially funded as projected in the budget for 2016.**

**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.**

## **OLD BUSINESS**

None

### **Window/Door Update**

Discussion ensued regarding the window/door, all units have responded except one unit in foreclosure.

### **New Rules Discussion/Adoption**

Discussion ensued regarding braided lines on washing machines and ice makers.

**Jim Thompson moved to approve the new Rules and Regulations as proposed; Brad Burnette seconded and the motion passed unanimously.**

## **NEW BUSINESS**

### **C & D Exterior Waterproofing Project**

Jeff Sellers reported on the CSI proposal for the exterior waterproofing project on buildings C & D and the scope of work based on improving the appearance of what is seen when visiting Beach Walker Villas.

- Garages
- Walkways for 1<sup>st</sup>, 2<sup>nd</sup> & 3<sup>rd</sup> floors west side
- Stairwells/landings
- Expansion joints replaced @ C & D
- Entry door thresholds raised and sealed as needed
- Westside wood planters replaced, except level #1
- Balcony waterproofing on those not already addressed in recent project

- Concrete spalls & EIFS crack and bubble repairs
- Elevator lobby area wooden louvers to be replaced with anodized (Kynar coated) aluminum

Discussion ensued regarding painting the garages, fabrication of louvers/temporary walls for louver openings, gutter issues, decks on eastside, recoating of remaining balconies, spall repair of east balconies, time frames for the project and when to start, avoiding holiday weeks, drafting of contract if ready to move forward, funding of project, posting balance sheet on website.

Jeff Sellers reported on the project completion for HVAC units, interior survey for water shut-off valves and water heaters.

**Jim Thompson moved to approve the project as described in the 2015 summary, as amended to include painting in 3 different areas (garages, stairwells and west hallways); Brad Burnette seconded and the motion passed unanimously.**

**Questions/Answers**

Owners discussed -

- Landscape at A Building very attractive
- Tree cutting last spring in order to have beach view
- How dues are determined

**INSTALLATION OF DIRECTORS**

There were five positions to be filled on the Board and five notices to serve were received from Bradford Burnette, Paul Greco, Taylor Merrill, David Montgomery and James Thompson. Therefore, there was no election and they were installed as Directors on the Board.

**DETERMINATION OF ANNUAL/BOARD MEETING DATES FOR 2016**

The meeting dates were tentatively scheduled for Fridays in 2016 as follows:

- March 11, 2016 – Board of Directors Meeting - AIM Conference Room - 9:00a.m.
- May 6, 2016 – Board of Directors Meeting - AIM Conference Room - 9:00a.m.
- August 19, 2016 – Board of Directors Meeting - AIM Conference Room - 9:00a.m.
- October 14, 2016 – Annual Membership Meeting - AIM Conference Room - 9:00a.m.
- December 9, 2016 – Board of Director Meeting - AIM Conference Room - 9:00a.m.

**COMPLETION AND ADJOURNMENT OF MEMBERSHIP BUSINESS**

**John Kelly moved to adjourn the meeting; Jim Thompson seconded and the motion passed to adjourn.**

There being no further membership business, the meeting was adjourned at 11:35a.m.

**BOARD OF DIRECTORS MEETING**

**CALL TO ORDER**

Taylor Merrill called the Board of Directors Meeting to order at 11:37a.m. There were five Board members present, which represented a quorum.

**ELECTION OF OFFICERS**

**Paul Greco moved to retain the same slate of officer as 2015. David Montgomery seconded, and the motion carried unanimously.**

The slate for the 2016 Board of Directors is as follows:

President	Taylor Merrill
VP/Sec/Treasurer	Bradford Burnette
Director	David Montgomery
Director	James Thompson
Director	Paul Greco

**ADJOURNMENT**

There being no further business, the meeting was adjourned at 11:41a.m.

Respectfully submitted,

**Taylor Merrill**

Taylor Merrill, President

TM/jk

Attachments: Community Association Manager's Report  
2016 Annual Budget  
2016 Board of Directors List