

FAIRWAY OAKS VILLAS ASSOCIATION, INC.
BOARD OF DIRECTORS' MEETING
MARCH 19, 2025

A Board of Directors Meeting of the Fairway Oaks Villas Association, Inc.
was held this day in person at Amelia Island Management Conference Room with Zoom available.

BOARD MEMBERS PRESENT

Kevin Crichton, President
Jane Chittick, Secretary
Chaz, Gray, Director
David Hacker, Treasurer (via zoom)

AMELIA ISLAND MANAGEMENT

Natalia Gonzalez, Administrative Specialist
Nicholas Lambiase, Jr., AIM Director

ON-SITE MANAGEMENT

Matthew Nachbauer, CSI, LCAM

DETERMINATION OF QUORUM, CONFIRMATION OF MEETING

Notice of the meeting was emailed to Membership on March 12, 2025, and posted on property, which is in accordance with the Documents of the Association. Four (4) Board members were present in person or with Zoom, representing a quorum.

CALL TO ORDER

The meeting was called to order by Kevin Crichton at 1:01 P.M.

APPROVAL OF JANUARY 22, 2025, BOARD MEETING MINUTES

Jane Chittick made a motion to approve January 22, 2025, minutes; Chaz Gray seconded, all in favor motion passes.

PRESIDENTS REPORT

President Crichton gave a brief overview of the status of the association. Discussion ensued.

PROJECT MANAGEMENT (CSI) MATT NACHBAUER

Chris Turner from CSI provided an update on the project, stating that the specifications and bid schedule are about 80 to 90% complete and the drawings are coming along nicely. The project is expected to be completed by mid-April. Chris also mentioned that they have been on site to determine the best methodology for handling wood repairs. The team plans to present the project back to the board for review and approval. There was also a discussion about the materials to be used for the repairs, with some members expressing a preference for composite materials over wood. The team agreed to get detailed bids per unit for the repairs. Discussion ensued.

UPDATES ON DELINQUENCIES AND COLLECTIONS OF COA DUES

The Board discussed the issue of delinquent payments, they are following legal procedures to collect these payments.

WEBSITE REVIEW FOR UPDATES AND IDEAS

Kevin Crichton has been keeping the website updated; all the essentials are posted on the association website. The Board discussed the need for a more dynamic website, with the possibility of hiring a webmaster or a third-party developer. The board agreed to consider this issue further in the future.

PARKING DISCUSSION

The board discusses parking issues in the community, including improper parking and lack of designated spaces. They consider exploring the cost of adding parking lines to guide residents. There is debate about whether this would improve or worsen the situation. The board also discusses enhancing landscaped areas with mulch or stone, potentially to accommodate golf cart parking, though this may require community approval. They agree to explore parking line options and bring information to a future meeting.

Jane Chittick made a motion to explore what it would cost to add striping on the asphalt; Kevin Crichton seconded, all in favor, Motion passes with three yes votes and one no vote from David Hacker

CAM REPORT MATT NACHBAUER

Since the last meeting, the Board engaged CSI and completed a large tree project and some landscaping projects. A sidewalk repairs contractor was chosen, and roof blowing will begin on April 1, 2025. Matt deferred the rest of his time.

FINANCIAL REPORT - DAVID HACKER

David Hacker gave an update of the financials, there is nothing new to report. There has not been an increase in reserves since the January financial period. Discussion ensued.

The financials are all in order.

ARC Request – Presented by committee (Chaz Gray, Nan Cowin, Kevin Crichton)

- Unit 3301. The whole house Generator Install outside next to villa.

The request for unit 3301 was declined due to the owner's proposal for a large-scale generator and propane tanks, The Board had not received any other information since the last meeting, the owner did not provide an alternative for the whole house generator. Discussion ensued.

Chaz Gray made a motion to decline the whole house generator as presented; Kevin Crichton seconded, all in favor. Motion passes.

- Unit 3305 extension of existing paver patio

The request, for unit 3305, was approved for an extension to the paper patio, staying within the previously approved landscaping.

Jane Chittick made a motion to accept the paver patio extension, Chaz Gray seconded all in favor motion passes.

- Unit 3326 Wooden Fence

The request, for unit 3326, involved a fence that was considered non-conforming and an eyesore. The Board discussed whether to remove the fence, with some members suggesting that written approval from a previous board was needed. However, there was no evidence of such approval, leading to a decision to proceed with removing the fence. The Board asked Matt to get a proposal to get it removed.

Chaz Gray made a motion to have the fence removed; Kevin Crichton seconded, all in favor. Motion passes

NEW BUSINESS

- Legal letter from Josh Martin Discussion

The Board reviewed and discussed a legal letter from Josh Martin regarding project management guidelines for upcoming renovations. The letter covers various aspects of the project, including how to present bids to homeowners. The board briefly discusses potential asbestos concerns in older buildings, noting that testing may be required if necessary. They also clarify that unit owners are responsible for repairs to modified windows and walls, not just sunroom repairs, and discuss the potential challenges

of coordinating repairs that involve both common and unit owner elements.

Old Business

a. Landscaping/ Maintenance issues and discussion of new Contractor – Chaz Gray

The Board discussed landscaping maintenance issues with the new contractor, noting improvements in the landscaping. Discussion ensued.

b. Stairs and Retaining Wall at 3318 status/ contractors' discussion.

The Board discussed selecting a vendor for the project, they received five bids from local vendors, including Amelia Island Maintenance, Richard Darlington, FCC, RSB, and Douglas and Terra. The Board agreed to accept the proposal from Richard Darlington for \$11,160. The project will be funded from the operating budget, as it was originally budgeted for last year. The Board also discussed the need for a platform at the bottom of the stairs, which will be addressed during the permitting process.

Jane Chittick made a motion to accept the proposal from Richard Darlington in the amount of \$11,160; Chaz Gray seconded, all in favor. Motion passes

ADJOURNMENT:

There being no further Board business, David Hacker moved to adjourn the meeting; Jane Chittick seconded, and the meeting adjourned at 3:00 P.M.

Respectfully submitted,
Kevin Crichton
President
KC/ng