**FAIRWAY OAKS VILLAS ASSOCIATION, INC.**

**BOARD OF DIRECTORS’ MEETING**

**MAY 21, 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** **AMELIA ISLAND MANAGEMENT**

Kevin Crichton, President Natalia Gonzalez, Administrative Specialist

Jane Chittick, Secretary Nicholas Lambiase, Jr., AIM Director

Chaz, Gray, Director

David Hacker, Treasurer

**ON-SITE MANAGEMENT**

Matthew Nachbauer, CSI, LCAM

**DETERMINATION OF QUORUM, CONFIRMATION OF MEETING**

Notice of the meeting was emailed to Membership on May 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 1:00 P.M.

**APPROVAL OF MARCH 19, 2025, BOARD MEETING MINUTES**

**David Hacker made a motion to approve March 19, 2025, minutes; Chaz Gray seconded, all in favor motion passes.**

**OVERVIEW BY CSI ON PROJECT MANAGEMENT – CHRIS TURNER**

Chris Turner from CSI presented the project management document, which outlines plans to repair forty-six units in phases, starting with the first sixteen units. CSI evaluated the property I august of 2024 and provided the reports September / October 2024. During the evaluation CSI noted that there are varying degrees of either wood, decay, or ceiling failures or issues with the screen enclosures as well as other wood components around the buildings and fences. CSI developed a 5-page scope of work document detailing required repairs, including framing, roofing, and window repairs, with approximately $400,000 in reserves available for the project. They also discussed the need to communicate with homeowners about repairs, particularly regarding modified units, and confirmed that window replacements would be coordinated with individual owners. AIM explained the timeline for the bidding process, including a mandatory pre-bid meeting, and emphasized the importance of due diligence in bid qualifications. Discussion ensued.

**PRESIDENTS REPORT**

1. **General overview of state of FOVA**

Kevin Crichton gave a brief update on the status of legal matters at FOVA. Discussion ensued.

1. **Delinquencies of COA Dues and Legal Status of Various Accounts**

The Board discussed legal matters, including foreclosure proceedings and service of notices, with AIM explaining that legal actions are being pursued despite challenges in serving the parties involved. Discussion ensued.

1. **Discussion about upcoming elections and proxies for October 2025**

AIM discussed upcoming board elections, noting that notices must be sent at least 60 days before the meeting and that candidates must submit their intents 40 days prior to the meeting, with the possibility of an election if more candidates run than open positions.

**VARIOUS REPAIR AND ONGOING ISSUES- MATT NACHBAUER**

Matt Nachbauer gave an updated on completed repairs and ongoing issues.

* Walkway and retaining wall repaired at the rear of unit 3318.
* Sidewalk repairs of the most damaged sidewalks The Board discussed additional cracks that have been noted around the property that could turn into a tripping hazard. Jane suggested pictures be taken of the areas.

**Jane Chittick made a motion to have all the sidewalks thoroughly inspected; Kevin Crichton seconded, all in favor. Motion passed.**

* 3206 reported a sewage backup in their unit, CJ Bass inspected the unit and there was a root ball that was blocking the sewage line. Matt received a quote to replace the sewer line and a quote power jet the sewer line.

The cost to replace it is $5.000 and $1.500 to power jet the sewer line. Discussion ensued.

**FINANCIAL REPORT - DAVID HACKER**

David Hacker gave an update of the financials, the financial update revealed that reserves have increased by $60,000, with $6,000 spent on sidewalk repairs, and the board noted that the high-yield account is generating approximately $1,100 in interest monthly. Discussion ensued.

**PRESENTATION BY IQ FIBER FOR FIBER OPTIC INSTALLATIONS AT FAIRWAY OAKS -JASON MONROE**

The Board discussed bringing IQ Fiber to FOVA, with Mary Beth from IQ Fiber presenting their underground fiber optic internet service. The company agreed to conduct a site survey and create a scope of work for installing fiber to forty-six units, with the association bearing the cost of building access. The board approved moving forward with IQ Fiber, and Jane will coordinate the next steps, including a right of entry agreement and scheduling the site survey. The installation process will require access to each unit, and the board discussed the need to have someone present during installations.

**Kevin Crichton made a motion to have IQ FIBER installed at FOVA; David Hacker seconded, all in favor. Motion passes.**

**ARC REQUESTS**

1. Unit 3302. Palamar. Extension of Sunroom

Chaz reviewed the sunroom extension for unit 33202 and suggested to approve conditionally until the architectural drawings are received.

**Chaz Gray made a motion to conditionally approve the extension of the sunroom for unit 3302; Jane Chittick seconded, all in favor. Motion passes.**

b. Any updates available on previously approved ARC Requests

In previous meetings the Board discussed that privacy for unit 3326, that wall has now been removed at the Boards discretion.

**LANDSCAPING/MAINTENANCE UPDATE – CHAZ GRAY**

Fresch Cut took over the landscaping about two and a half months ago, and overall, the improvements are coming along nicely. While it will take some time to get everything fully in order, progress is steady and visible. Chaz has encouraged all owners to let him know if you notice anything that does not look right or needs attention, as the Board continues working to enhance the community’s appearance. Discussion ensued.

**Jane Chittick made a motion that the Board President and the Treasurer review all existing accounts to determine if sufficient funds are available to complete the mulching project; motion fails for lack of second.**

Kevin Crichton and David Hacker explained that there are currently insufficient funds to support the mulching project at the moment.

**NEW BUSINESS**

1. Adding a 5th Member to board or delaying to elections in the near future

The Board has made efforts to recruit new members. While a few individuals have shown some interest, nothing has been confirmed at this time. Currently, the Board is functioning well and continues to operate effectively. They hope to add a fifth member in the near future.

1. Rules and Regulations Discussion

**Jane made a motion for the Board review the updated Rules and Regulations from a Naples condominium—forwarded to all Board members and to Matt—completed within the last several years.**

**The purpose of this motion is to consider using that document as a working template for updating our own Rules and Regulations and Declaration over time. This will begin by addressing longstanding concerns that our current documents are outdated and potentially not legally binding; Motion dies for lack of second.**

During the meeting, it was clarified that rules and regulations are considered voluntary by community members. Any changes to these rules must follow a formal process. All meetings where rule changes are to be discussed must be properly noticed with a minimum of 14 days’ advance notice to all board members and community members.

Specifically, a change to the rules requires a 14-day notice before the meeting at which the change will be discussed and voted upon. The board must hold a meeting with all members present or duly notified to discuss the proposed changes. During this meeting, the proposed rule change must be formally motioned, discussed, and voted on.

The Board has the authority to amend the community’s rules and regulations, provided that the 14-day notice requirement is met to ensure fair notice to all members.

**OLD BUSINESS**

1. **Parking lines discussion and Golf cart parking discussion**

The Board discussed the possibility of creating designated golf cart parking areas to alleviate space constraints in the regular parking lot, with an estimated 35-50 spots needed across four potential locations. Discussion ensued.

**David Hacker made a motion to explore Chad's idea of identifying potential areas for golf cart parking and estimating the associated costs; Kevin Crichton 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 3:25P.M.**

Respectfully submitted,

Kevin Crichton

President

KC/ng