

**FAIRWAY OAKS VILLAS ASSOCIATION, INC.**

**BOARD OF DIRECTORS' MEETING**

**JANUARY 22, 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.

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**BOARD MEMBERS PRESENT**

Kevin Crichton, President  
Corky Engle, Director  
Jane Chittick, Secretary  
Chaz, Gray, Director

**AMELIA ISLAND MANAGEMENT**

Natalia Gonzalez, Administrative Specialist  
Nicholas Lambiase, Director

**Absent Board Members**

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 January 10, 2024, 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 THE NOVEMBER 11, 2024, BOARD MEETING MINUTES**

**Chaz Gray made a motion to approve the October 2, 2024, minutes; Corky Engle seconded, all in favor motion passes.**

**PRESIDENTS REPORT**

- a. Chaz Gray gave a landscaping presentation; The Board wants to evaluate their landscaping goals. (see attached)

**Chaz Gray made a motion to change landscaping company from The Greenery to Fresh Cut; Jane Chittick seconded, all in favor, Motion passes.**

- b. Project management proposals and selections for capital reserve projects

The Board is reviewing the woodwork on several properties to evaluate the wood rot and several other issues.

Matt from CSI discussed the three bids that were sought out to address the exterior wood repair to the affected buildings. This is a large project and upon speaking with the association attorney he recommended hiring a project manager to oversee this project. Discussion ensued.

**Jane Chittick made a motion to hire CSI for project oversight, design documents and to bid out contracts for the project; Kevin Crichton seconded, all in favor motion passes.**

- c. Update on delinquencies and collection of COA dues

Kevin gave an update on the delinquent accounts, discussion ensued on the letter that was sent out to delinquent accounts.

- d. Website discussion

The Website for Fairway Oaks is operating and meets the requirements.

- e. BOD proposed dates for 2025

Meeting dates were distributed to the board members.

## **COMMUNITY MANAGERS REPORT – MATT**

- a. Status report update property line between FOVA and AIPCA behind the 3200 units and who is responsible for overhanging trees, vines, and bushes requested by Jane Chittick

The area will be monitored throughout the spring. Matt deferred his time.

Discussion ensued about pruning.

## **FINANCIAL REPORT –**

Tabled for the next meeting. Treasurer is not available.

## **ARC REPORT – JANE**

Jane Chittick reported that on 11/18/24 she had sent an email to CAM Matt Nachbauer and Owner Peter Charles (#3211) saying that the 1974 original Survey Plan of FOVA had been given to Matt earlier and Matt/AIPCA rep could together walk the property using this Survey to ascertain where the actual borders fall – that would decide who takes care of what.

The following applications were discussed and approved: 3308; 3311; #3211.

#3326 fence will be removed, and CAM Nachbauer will discuss with a landscaper a possible bush/bushes that could help alleviate any stray golf ball. Unit Owners who buy on a Golf Course know of the inherent possible stray balls.

#3325 was conditionally approved: it requires their Paving Company to first measure as far out to the root-line of the ferns and then call the Board to look at this line to determine if this line is more acceptable for the proposed patio and before FOVA permission is granted.

Once again, Chittick called attention to the serious erosion issues around the side/back of Unit #3318 and down the hill to where the “retaining” wall is to be re-erected. This condition was brought to FOVA’s attention back in the summer of 2023, but nothing has yet been done. She once again warned of erosion damage to the #3318 slab foundation and the hill leading down to the Common Elements below.

- 3308 Interior work

**Jane Chittick made a motion to accept the interior work request for 3308 if the project does not require PODS or a dumpster; Chaz Gray seconded. all in favor. Motion passed.**

- 3311

**Jane Chittick made a motion to approve the replacement of windows and doors for 3311; Chaz Gray seconded all in favor motion passes 3-1 contingent up discussion with the attorney.**

- 3211

**Jane Chittick made a motion to approve the landscaping for the front of the unit; Chaz Gray seconded all in favor motion passes.**

- 3326

The Board had an extensive discussion regarding the fence, Kevin Crichton suggested getting feedback from the landscaping company regarding the viability of the fence. The owner planned to make repairs but will wait to do such repairs until she hears back from The Board.

3325

**Chaz Gray made a motion to approve the pavers for 3325 not to go past the ferns; Kevin Chrichton seconded, all in favor. Motion passes 3 to 1.**

## **NEW BUSINESS**

The Board President asked Attorney Josh Martin to attend the Board meeting to give some advice on legal matters involving ARC requests. Discussion ensued.

Josh suggested having a framework in place for approving ARC changes to the common elements and determining who is responsible for certain repairs. Discussion ensued.

The Owner of 3301 submitted a request for a whole home generator, since this was not on the agenda, no action could be taken.

## **OLD BUSINESS**

**a. Reimbursement for Sewage backup at unit 3318**

Corky Engle made a motion to approve the payment for the plumbing problem for 3318 in the amount of \$1,032.72; Chaz Gray seconded all in favor. Motion passed. Jane Chitick abstained from voting.

**b. Stairs and retaining wall status behind 3318/3317.**

The Board received updated engineering plans, and they have been submitted to five local contractors seeking bid proposals. Discussion ensued.

**c. Erosion issues throughout FOVA including 3318 were tabled until the next meeting requested by Jane Chittick.**

## **ADJOURNMENT:**

There being no further Board business, Kevin Chrichton moved to adjourn the meeting; Jane Chittick seconded, and the meeting adjourned at 3:50 P.M.

Respectfully submitted,  
Kevin Crichton  
President  
KC/ng