

BEACH VILLA OWNERS ASSOCIATION

BOARD OF DIRECTORS MEETING

MAY 9, 2024

1. **Call to Order:** The meeting was called to order by Chair, Bill McLean at 4:04 pm. Those in attendance were Bill McLean, Bill Chew, Susan Slaff, Allen Butts, Sharon McCann, Joni Manz and Kim Donald. General Manager, Shantell Brutus and Building Committee Chair, John Monaghan were also present.
2. **Minutes of the Meeting of April 18, 2024:** A motion to approve the minutes was made by Allen Butts and seconded by Bill Chew. Vote to approve was unanimous.
3. **Committee Reports:**
 - Building:** John Monaghan submitted his status report and provided an update on three items of interest. The owner of Villa 566 filed an application for a golf cart storage space and has submitted the additional information requested regarding setbacks. The matter is pending. Two other owners submitted new applications for water tank pads situated under the eaves of their villa roofs. Both applications were approved.
 - Finance Committee:** Treasurer, Sharon McCann reported that three (3) villas are delinquent with first quarter dues but otherwise the financials were in good shape.
 - Pool/Beach:** Bill Chew reported there were no issues.
 - Fire/Safety/Security:** Bill Chew reported that the crew had been spending a lot of time in Marsh Harbour as there have been four fires since the last board meeting. Funding is still a problem as the money is not coming in as hoped or needed.
 - Landscaping/Lighting:** Joni Manz reported that the lighting for the roundabout has been ordered and should arrive soon.
 - Social:** Kim Donald reported that the social held on Friday was great success with at least 80 people in attendance. She stated that Gary McDonald did an excellent job with the entertainment. Both Bill McLean and Kim reported receiving lots of positive feedback about the evening as well as the condition of the property.

4. **Updates:** Chair, Bill McLean provided updates on the following issues:

- **Villa 535:** There has been no meaningful contact despite legal papers having been served on the owners at their home in Canada. There was a message left with the BVOA attorney with the promise of a follow up call but none has been received to date. Legal action will be discussed in Executive Session.
- **Villa 522:** All legal steps have been taken in regards to repossession of the villa. A tax stamp from the Treasury Department is needed and is currently pending.
- **Laundry/office/maintenance building:** Photos and a factual sheet had been distributed to board members for review prior to the meeting. Bill reviewed each photo and explained the proposed plan for the new footprint of the building and maintenance area. Members discussed the parameters of the new building and timing of the build. A container will be on site to store the equipment for security while the build is ongoing. Start date is on or about June 1, 2024 and is approximately a six-week project. There will be a crew of three and all purchasing of materials will be done by the BVOA. The estimate is \$23,500 (\$7,500 for materials/\$16,000 for labor) but does not include additional monies for re-plumbing the water storage tank, cost of any future enclosure of the building, windows and interior finishes. An application will be submitted to the Building Committee and sketches of the building will be shared with John Monaghan for his input and approval. There will be a concrete slab covering approximately 900 square feet.
A motion to approve the expenditure of funds not to exceed \$25,000 for the build of an open shed building as outlined during this meeting, subject to approval of the architectural and structural soundness of said building by John Monaghan, was made by Allen Butts and seconded by Joni Manz. Vote to approve was unanimous.
- **Ad Hoc discussion group on hurricane preparedness:** Susan Slaff reported that there was a zoom meeting initiated by David Baird, Carolyn Mackenzie, Susan Goodall and Foster Tennant held on April 30, 2024. It was a productive conversation about the steps individual owners and the BVOA should take to protect the property during hurricane season.

It was agreed owners need to move outdoor furniture or other items inside their villa to secure their property

in advance of a major storm. The owner must do so before they leave the island or make arrangements to have someone else, preferably a property manager, responsible for this in their absence. Bill McLean indicated that while the landscaping crew is not responsible for any items left outside of an individual villa, they do make a sweep of the property and will place items that are inadvertently left outside in between villas to minimize the chance that they become projectiles during the storm.

All participants also agreed that communication between the general manager and individual owners, both before and after a storm, was crucial. To that end, the BVOA has taken the step of obtaining a Starlink system.

In addition, Susan Goodall has set up a dedicated "WhatsApp Group Chat" to facilitate communication of hurricane information. Owners who wish to participate can send their name, WhatsApp number and villa number to Susan at goodall.susan@gmail.com.

Amanda Jackson volunteered to chair a zoom call for the owners who rent in order to share information specific to this part of the community. Please note, that having a property manager remains a key requirement for this group of owners and becomes even more critical during hurricane season.

5. **General Manager's Report:** Shantell Brutus reported that the landscaping crew continues to be focused on keeping the grass/plantings appropriately watered and fertilized. Fertilizer has been ordered. The pool heaters are being serviced next week and will be serviced on a quarterly basis.

Renters need to sign in with Shanell when they are on the property. Owners can help by sending their rental calendars to her so that she can keep track of who is supposed to be on the property.

The board reiterates that it is important for all owners and renters to notify Shantell when they are on the property especially during hurricane season so appropriate notice can be given should there be a threat of a major storm. In addition, it is crucial that all owners who rent give Shantell their property manager's information so that she can reach out to them in case of an emergent situation such the approaching/aftermath of a hurricane.

Chair, Bill McLean also mentioned that there are 29 villas that do not have numbers on the front of their villas. Although, many villas have names associated with them, numbers must also be displayed. Shantell will be following up on this matter.

6. **Approval of Updated BVOA Rules and Regulations:** Chair, Bill McLean previously distributed this document and the list has been updated with the new information regarding garbage disposal and no smoking rules. All common areas on the property are smoke free. Additionally, the regulations that are deed restrictions have been so delineated. A motion was made to adopt the BVOA Rules and Regulations (revised as of May 9, 2024) by Allen Butts and seconded by Sharon McCann. Vote to approve was unanimous.

7. **Other Business:**

Sharon McCann provided an update on the QR code she has been working on to link owners with a map of the villa area and pertinent information about the BVOA and Treasure Cay. When approved, this link will be posted outside of the BVOA office and at the pool where there is Wi-Fi access. If any owner has a manual that they are using in their villa for renters with information they feel would be helpful to include, please forward it to Sharon. This can include information of any outside contractors, such as electricians, plumbers, boat captains you like to go out fishing with, etc. In addition, Sharon will match the name of a villa with the proper villa number if owners send her that information.

8. **Executive Session:** Updated information regarding the building applications of Villas 715 and 549 was presented. Legal options regarding Villa 535 were discussed with the agreement to move forward with legal action. A motion was made by Sharon McCann to implement a fine of \$100 per day for non-compliance of the requirement "to repair uphold and keep in good condition the buildings" as provided in the Deed of Conveyance against the owner(s) of Villa 535 and that the Beach Villa Owners Association shall proceed with legal action against said owner(s) for this violation. Allen Butts seconded the motion. The vote to approve was unanimous.

9. **Adjournment:** There being no further business to conduct, a motion to adjourn was made by Bill Chew and seconded by Allen Butts. Vote to approve was unanimous and the meeting was adjourned at 5:04pm.

Respectfully submitted,

Susan Slaff, Secretary