

**BEACH VILLA OWNERS ASSOCIATION**

**BOARD OF DIRECTORS MEETING**

**July 19, 2023**

1. **Call to Order:** The meeting was called to order by Chair, Steve Wainwright at 4:06 pm. Those in attendance were Steve Wainwright, Bill McLean, Bill Chew, Susan Slaff, Allen Butts, Joni Manz and Sharon McCann. John Monaghan and General Manager, Shantell Brutus were also present.
2. **Minutes of May 25, 2023:** A motion to approve the minutes was made by Allen Butts and seconded by Bill McLean. Vote to approve was unanimous.
3. **General Manager's Report:** Shantell Brutus provided an update as to current projects (some are detailed in section 5 below).

Shantell reported that the island has experienced near daily rainfall and that has prompted the need to hire extra help with landscaping duties. Two extra workers have been hired to supplement the regular crew and, to date, these costs amount to approximately \$1600 over budget.

The irrigation system is working properly with Israel having replaced all necessary heads. The system has not been affected by the power surges. However, the power surges have impacted the pool pump and saltwater chlorinator system. A claim for surge damage will be filed with BPL. Any quote from electricians regarding repair or replacement of equipment must include surge protection appropriate for the size of the replacement motors. The warranty must be from the professional not the association.

Replacement parts for the Tiki Huts are on site and will be installed by the end of the week. A decision regarding the purchase of three (3) additional Tiki Huts is pending. The cost is approximately \$12,000. In addition, given the influx of summer renters, the association may need additional seating/umbrellas for the beach.

The roadwork on Cabot Road that had been impacted by the sewer project was repaired by Advanced Pavers. The area has been restored to its original condition.

The search for pool pavers continues. It has been

determined that 1" thick pavers are needed and Leo Pratt is in the process of obtaining competitive quotes.

**Voltage problems are a daily issue and it is imperative that villa owners have property managers who can access their villas and deal with the issue.**

Water pressure has also been a problem and a lot of renters are complaining. Owners are permitted to buy a pressure pump, but it must have storage capacity and an application must be filed.

**4. Committee Assignments:**

**Building:** John Monaghan sent out an updated report. Most project applications are pending. Villa 525 had a generator installation approved.

**Pool/Beach:** Bill McLean indicated that the spare parts for the two pool heaters have been ordered and will be on hand for next season. A second propane tank has been ordered.

**Fire/Safety/Security:** Bill Chew reported that the fire department recently responded to a fatal car crash and stated that the BVOA should contribute to TCESO for the operating expenses of the fire department. Chair, Steve Wainwright agreed and indicated that this would be done in next year's budget.

**Finance Committee:** Treasurer, Sharon McCann reported that the association is fine with cash at the six-month mark for 2023. She gave a detailed report and forecast for the rest of the year. After consideration of all information, Sharon recommended moving ahead with the purchase of the Tiki Huts. Allen Butts moved to approve the expenditure of funds for the Tiki Hut project. The motion was seconded by Joni Manz and unanimously approved.

John Monaghan and Bill McLean have looked at the drainage issue in the Fox Lane/Lake Helga parking lot and it isn't something that can be solved. However, the parking lot must be re-graded. Any work on this parking lot and the one near Villa 521 should be done after the rainy season and when Board members/John Monaghan are on site to oversee. A more detailed quote as to the particulars will be obtained and forwarded to Board.

The purchase of garbage covers/inserts will be deferred to next year.

**Landscaping/Lighting:** Joni Manz reported that the property can use electrical fixtures instead of solar at the entrances. Electrical wiring can be run to all three entrances. Non-rust material will be used. Six (6) 100 watt lanterns will be needed with additional hardwire landscaping lights for greater ambience. Pictures will be distributed to Board members.

5. **Status of Current Projects:** Shantell Brutus presented an update of the current projects moving forward this summer.

a. **Helga Parking Lot:** Advanced Pavers will be submit a quote.

b. **Garbage Covers:** Shantell has explored the pricing for new garbage covers and inserts. The total amount including shipping costs will be approximately \$25,000.

c. **Irrigation Donuts:** The irrigation heads along Cabot and Beach Roads have been replaced. The protective donuts are also in place.

d. **Electricity for Entrance Lights:** It has been determined that electricity can be accessed at all three entrances(see above).

e. **Parking Lot Near Villa 521:** Advanced Pavers will submit a quote. Both parking lots should run approximately \$20,000 to \$22,000.

f. **Other Items:** Landscaping crew is requesting drinks with electrolytes during the day given the extreme heat. The board agrees to buy packets of electrolytes that can be mixed in water which is plentiful on site. Ice is the best solution and Shantell has purchased 20 ice trays for this purpose.

6. **Sewer Update:** The lift stations are fully functional, however, there are issues with low voltage/high voltage and the alarm goes off and needs to be reset.

7. **Other Business:**

a. **Email:** Chair, Steve Wainwright reported that he received an email from a long time villa owner endorsing the Board's position that individual owners must have a property manager. The owner was pleased that the Board continues to work on a lighting solution for the property entrances. It was mentioned that the Board had neglected

to acknowledge the good work done by outgoing board member, Derek Russell-Murray, at the Association's General Meeting. There was unanimous agreement by the Board as to Derek's invaluable service which Chair, Steve Wainwright acknowledged. The email ended with a reminder that there should be a level of mutual respect between owners.

In response to a question raised in the aforementioned letter, Shantell reported that there have been no security issues of concern.

**b. Emergency Contact:** Shantell stated that she is the emergency contact and is available weekends and holidays.

8. **Executive Session:** The board went into executive session to discuss legal strategy regarding a pending repossession of a villa for failure to pay the Annual Fee for a period of two (2) years.

9. **Adjournment:** There being no further business to conduct, the meeting was adjourned at 6:01pm.

Respectfully submitted,

Susan Slaff, Secretary