

# MINUTES

## BEACHWALK VILLAS, HPR

Meeting of the Board of Directors  
Wednesday, December 20, 2023 at 10:00AM  
IMC Office & via Zoom

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- I. Call to Order** – Roy called the meeting to order at 10:04 a.m.
- A. Directors Present via Zoom** – Roy Ray, President; Alex Shumate, Vice President; Amy Ashton, Treasurer; Vine Papi, Secretary; Lynn Gustafson, Director at Large
- B. IMC Representatives Present** – Doug McCray, Association Manager; Dylan Erickson, Manager in Training; Craig Fenstermaker, Principal & CEO; Garrett Hamilton, Principal & VP Accounting; Jaclyn Phillips, VP Admin & Minutes
- II. Approve Prior Board Meeting Minutes**
- A. October 11, 2022** – Roy made a motion to approve the minutes of the October 11, 2022 Board meeting minutes. Amy seconded the motion. Lynn abstained due to note being a member of the Board at the time of this action. The motion passed without opposition.
- B. May 9, 2023** – Amy made a motion to approve the minutes of the May 9, 2023 Board meeting minutes. Roy seconded the motion. Lynn abstained due to note being a member of the Board at the time of this action. The motion passed without opposition.
- III. Management Report**
- A. Cash Position** – Doug reported on the unreconciled cash position as of December 20, 2023.
- B. Site Report** – Doug reported the following for his site report:
- Completed over 100 maintenance items throughout the year for various issues.
  - Positive owner feedback has been received.
  - Landscaping quote for pine straw has been approved. Installation tabled for Spring 2024. Doug to speak with Ocean Woods.
  - Doug and Vince to walk the property in January to evaluate trip hazards.
  - Island Pest to handle interior critter issues moving forward. Doug to continue to utilize Palmetto Wild Life for exterior critter trapping.
  - Storage sheds to be evaluated in 1<sup>st</sup> quarter of 2024 and will be prioritized accordingly.
- IV. Treasurer's Report** – Amy reported that a unit has sold and the newly instituted transfer fee was collected on this closing.
- V. Executive Session (Aged Receivables)** – *The Board entered into executive session at 11:18 a.m. and came out of executive session at 11:25 a.m.*
- Coming out of executive session, **Lynn made a motion to proceed with foreclosure on account #62738. Vince seconded the motion. The motion passed without opposition.**
- VI. Capital Projects Status**
- A. Sink Hole at 172** – Roy stated Euro is expected to be complete by Christmas. Once complete, the lower deck to be rebuilt in January by Doug Carpenter. Roy to follow up with Euro for another status update. Charlie Walczak to submit an estimate for interior work.
- B. Projected HVAC Projects for 2024** – Vince presented an update on the inspection of 41 HVAC units with several being in need of replacement. Vince is still waiting for the dryer vent information. Vince to obtain

pricing and relay it to the Board. The Board agreed to complete two more based on this recent inspection in 2023 and approximately 5 in 2024.

C. **Deck Rebuilds scheduled for 2024** – Five (5) decks are scheduled for rebuilds in 2024.

D. **Lagoon** – Lynn stated organic material has been removed and Shipyard is continuing to monitor.

E. **Stone Wall** – In progress.

**VII. Future Planning**

A. **Capital Project Prioritization** – The Board to have engineer assess and provide scope of work for necessary capital projects. Once received, the Board to prioritize.

B. **Loan for Capital Projects** – Garrett and Craig joined the meeting today to discuss loan options with the Board. Garrett suggested hiring an engineer to evaluate the building conditions and develop the scope of work to be able to go out for bids. Expense codes to be established for certain projects. *Garrett and Craig left the meeting at 10:53 a.m.*

**VIII. Shipyard HOA Update (Amy)** – See attachment “A”.

**IX. Contract Status**

A. **Landscaping** – Doug stated the Ocean Woods contract renews in March and will update the Board on any potential increase.

B. **Pool** – Doug stated the renewal contract price has been accounted for in the 2024 budget.

C. **Pest Control** – No new information to report as this contract just went into effect in July.

**X. Email Ratifications**

A. **Financial Motion** – Roy made a motion to ratify the email motion of May 17, 2023 to forgive and call all transfers permanent to zero out the balances due to/from b/w the funds at 12.31.22 and permanently forgive due to the lack of proper accounting by the prior management company. Alex seconded the motion. Lynn abstained due to note being a member of the Board at the time of this action. The motion passed without opposition.

B. **2023 Insurance Shortfall Billing 1, 2 & 3 of 3** – Amy made a motion to ratify the email vote of June 7, 2023 to approve the 2023 insurance shortfall billing in three installments. Alex seconded the motion. Lynn abstained due to note being a member of the Board at the time of this action. The motion passed without opposition.

C. **2024 Operating Budget Approval** – Roy made a motion to ratify the email vote of September 1, 2023 to approve the 2024 operating budget. Amy seconded the motion. Lynn abstained due to note being a member of the Board at the time of this action. The motion passed without opposition.

D. **Nominations from the floor at the Annual Meeting** – Amy made a motion to ratify the email vote of September 7, 2023 to approve not allowing nominations from the floor at the annual meeting. Roy seconded the motion. Lynn abstained due to note being a member of the Board at the time of this action. The motion passed without opposition.

**XI. Next Meeting Date** – Thursday, March 21, 2024 at 10AM.

**XII. Adjournment** – With no further business to discuss, the meeting adjourned at 12:05 p.m.

**SHIPYARD PROPERTY OWNERS ASSOCIATION**  
**SPOA**

Community Standards Committee met on December 5th. Beachwalk continues to be in violation of uncovered dumpsters. A letter/fine alerting IMC has been sent but the Board did not receive a copy.

Dumpsters are not consistently covered at close of business and over weekends, when in fact, they are quite full.

Shipyards contacts all communities and individual home owners in non compliance. I only report on Beachwalk.

I sent an email to Doug McCray and Roy responded on his behalf.

It had been noted in previous meetings, that construction debris is neglected in Beachwalk but that seems to have improved.

Next meeting will be in February.

Executive Board of Directors met October 19th to review all committees reports and action approved. Once approval has been recorded, all communications are relayed by Meredith Elmore to Shipyards owners through Constant Contact and News You Can Use and The Anchor periodical.

Next meeting will be held in January.

These meetings are held every other month in person or Zoom.

I am pleased to announce that I am a member of the Shipyards ARB Committee effective December, 2023. They do not have a set schedule at this time and I will report accordingly.

Respectfully,  
Amy Ashton

12/20/23