

Braywick Village Homeowners Association, Inc.

1941 Mayport Rd, Atlantic Beach, FL 32233 (904) 241- 8886

MINUTES: Board Meeting

Thursday, March 14th, 2024

10599 Deerwood Park Blvd, Jacksonville, FL 32256

Board Members Present: Ninoska Alvarez, Stephen Landreville, Melissa McPherson, Adam Murphey, and Angelique Noah.

Homeowners Present: Dawn Burstein, Kim Harper and Susan Palmer

Management Rep: Madison Frost, CAM, with Elim Services.

- 🌴 Establish Quorum/Call to Order. A quorum of the board was established. The meeting was called to order by Steve at 6:04 p.m.
- 🌴 Review/approve meeting minutes from November 27, 2023. Steve made a motion to approve as submitted. Angelique seconded the motion. All in favor.
- 🌴 Financial Report
 - Reconciliation Discrepancies: A double payment for insurance had one entered under Insurance and one Reconciliation Discrepancies. Angelique caught the error. Madison is to confirm if the double payment is valid and true with Rhonda.
 - Steve advised the Board “watch expenditures” and the budget may need to be addressed later as the report shows over 100% usage of Maintenance and Repairs.
- 🌴 Compliance
 - Owners are upset about letters for trash cans. The Board stance is to keep them out of sight as much as possible. Steve requested coverage ideas with cost listed, on the March newsletter. Madison will verify the criteria for hand-delivering the newsletters to save on postage.
 - Steve will come up with a list of potential violations and possible fines.
 - Adam has created a Facebook page for owners to voice concerns.
 - Madison will take pictures of violations to have on file to present upon request.
- 🌴 Private Street Parking
 - Al Wray’s son was given one month to move his car from the street. Street parking was addressed the week of February 19th.
 - Owners should let the Board/Management know about any guests for short-term parking.
 - Owners will receive three letters; about 21 days, before a car will be towed.
- 🌴 Open Forum
 - Adam will look at reinforcing the message board. The wood at the bttom doesn’t look too good.
 - There are several liens in process. Steve would like a reminder of liens on the newsletters.
 - Steve will come up with Policies & Procedures to share on the newsletter.
- 🌴 Calendar
 - The next meeting will be May 23rd at 6 p.m. at Southeast Regional Library.
- 🌴 Adjournment. Steve motioned to adjourn at 7:01 p.m., seconded by Ninoska.