

Southampton Community Association

Board of Directors Meeting Minutes

Wednesday July 11, 2012

The President Dion James , called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:34 p.m. in CAM offices at 1008 Park Avenue, Orange Park, Fl. IAW 720.112(2) (c), F.S.

I. Roll call:

- a. President – Dion James P
- b. Vice President – Jim Dowling P
- c. Secretary/Treasurer – Keith Money P
- d. Director – Fran Watson P
- e. Director – Ray Potts A

Also present was Bob Woods of the CAM team, for Linda Woods Southampton Property Manager and Leslie Woods of the CAM Team.

II. Reading of Minutes: Date for Wednesday, June 11, 2012.

A motion was made by Keith Money and second by Fran Watson to waive the reading of the minutes. Board members had an opportunity to read the minutes and corrections were made before the meeting. None opposed, motion carried.

Jim Dowling made a motion and Keith Money second to relieve Ray Potts of his position and responsibilities as a Director for the Southampton Home Owners Association. None opposed, motion carried.

Keith Money made a motion and Fran Watson second to appoint John Neff to complete Mr. Ray Potts’s term on the board as a director. None opposed, motion carried.

III. Property Manager’s Reports

A. Financial Report

Bob Woods presented June’s financials. The balances of the accounts controlled by Southampton as of June totaled \$28, 535.93,

CAB Operating Accounts	17,140.27	13,296.80
CAB Money Market Accounts.....	11,395.66	17,159.25

BW

JMP

Dion James

B. Violations Tracker

Bob Woods introduced Leslie Woods to the board as the person who handles the Violations Tracker for Southampton. The board discussed their options for homes with overgrown lawns which have or are being sold and is awaiting closing. We currently have two in the development that needs the grass cut. Bob Woods recommended Leslie Woods to call the realtor of any homes that look vacate and are being sold to ask if the home is vacate to give the board direction. The Board also approved to cut front and back of any lawns they perform a force cut.

Jim Dowling made a motion to continue to force cut homes that are not in accordance with the covenants Article VI, Section 14, Lawn grass shall not exceed ten (10) inches in height. With extended discussion between the board, Jim Dowling withdrew his motion. The board recommended for Leslie Woods to contact the home owner or Realty Company and inform them the HOA plans to force cut the lawn unless they take care of the lawn violation within seven (7) days.

Leslie Woods presented five (5) home owners to the board which have received the limit of violation letters and would like to proceed with a letter from the lawyer. The letter from the lawyer would explain the action the board is prepared to take unless the violations are not corrected. The board requested that Leslie Woods send all the violations at once to the attorney. The board approved the five (5) homeowners to go to the attorney.

C. Collections Tracker

1. AR Resources

Collected over \$1,000.00 dollars this past month in past due fees and fines. Between the CAM Team and AR resources they have collected over 1,494.31.

2. The Cam Team

The CAM team requested and was granted approval by the board to file intent to lien totaling \$171.00. The board did not approve any homeowner with less then \$5.00 to be wiped clear of their records.

D. Community Status

Bobs Woods stated the yards are looking a lot better with all the rain we have been having. The lawns are continuing to look better but now as new problem occurs with cutting and keeping them trimmed. Flower beds are starting to get overgrown and need to attention.

IV. Unfinished Business

A. Surveillance Cameras

Bob Woods was not aware the board was having trouble with accessing the security cameras for the development. The board requested he contact Digital Extreme and explain the board had trouble. Jim Dowling talked to Alex Rodriguez and he explained the power at the island was surging and causing problems. Alex Rodriguez stated he will be mounting a battery pack in the system and that should fix it. Dion James asks Bob Woods if the CAM team has a key to the system and if not he needs to get one from Digital Extreme.

B. Sprinkler Damage

Bob Woods explained that there has been no information from the state at this date. Jim Dowling requested if we can find out if they are finished installing the wires? Bob Woods said he will check on the canvas status. The CAM Team has not received any thing from Cutshall on the repairs on the sprinkler system.

C. Community Web Page

Dion James requested a counter be added to the page and if possible clean up the page. Bob Woods said he is working it and should have a progress report soon. Bob woods informed Jim Dowling he will have Kathy Melton who handles the web page for Southampton to call him.

D. 2013 Budget

The board requested the force cuts to be added to the collection tracker so they can keep track of them. Dion James asks Bob Woods to check on the Cutshall and their fee because they had stated that our fee would be reduced due to stop cutting the second lot on the left. Dion James requested an explanation as to why the large increase to the insurance. Bob Woods recommended we keep the legal expenses at \$1500.00 due to liens, foreclosures and other cost. The Clear Wire expense is not included in the budget for the camera monitoring. Jim Dowling suggested we pay up front and not do a month to month payment and the board approved it.

E. Annual Meeting

The annual meeting will be held the second Tuesday of September. This year the meeting will be on September 11, 2013. The notifications must be mailed out 15 days prior to the meeting.

V. New Business:

A. Landscape

Landscape at the island common area needs some attention. The flowers are not a pleasant sight. Weeds are overgrown at the bulletin board and Cutshall should be handling this matter.

Homes throughout the development will require weeds to be pulled and extra trimming due to the extra rain. Bob Woods will have Leslie Woods keep an eye on homes.

B. Parking

The board informed Bob Woods about a homeowner who is parking a vehicle in their backyard. Bob Woods said he will send them a violation letter.

VI. Committees Report:

A. ARC committee

No ARC request pending at this time.

B. Welcome committee

No new residents this month.

C. National Night Out

Southampton Community will not participate in this event this year.

VII. Adjournment: Next meeting was scheduled for August 08, 2012, 6:30 p.m. in the CAM offices at 1008 Park Avenue, Orange Park, Fl. There being no further business Dion James called for a motion to adjourn: a motion to adjourn was made by Jim Dowling. Meeting was adjourn at 9:40 p.m.