

**Southampton Community Association
Board of Directors Meeting Minutes
Tuesday May 10, 2011**

The President, Dion James , called the regular meeting of the Board of Directors of the Southampton Community Association, Inc., to order at 6:35 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 _P__

Also present was Linda Woods, Southampton Community Manager and Homeowner Peggy Brister.

II. Reading of Minutes: Date for Tuesday, April 04, 2011.

Corrections: Change 2010 Frogmore ARC was not approved. Ray asks Linda if she had a copy of the survey and she informed him not with her but she would look for it and send him a copy. Home owner Peggy Brister asks when was Dave Rogers last Day as property manager and Dion said March 31, 2011. Fran ask Linda if she had received the seal from APM and she replied no and she will ask about it. Dion James asks for a motion to accept minutes.

Motioned by: Ray Potts Second by: Jim Dowling None opposed and motion carried

III. Reading of Treasurer Report:

Financial Report: Linda gave us an overview of the association’s financial standings. She informed us that her team (CAM) is currently conducting an internal review of our financial records. A discrepancy of \$7,258.12 has been identified in the records thus far during the review. The CAM Team is working with APM, our prior management company, to correct the discrepancies identified. It was also reported that one association members were billed twice for annual fees and some were not billed for 2011, which has been corrected. The CAM Team is scheduled to visit APM office to review their records to assist in correcting the discrepancy. An accurate report will be presented at the association’s June meeting.

IV. Unfinished Business:

a) **Title:** National Night Out

Fran informed the Board she had contacted the Clay County Sheriffs office about them sponsoring the National night out. They informed her that due to budget constraints the CCSO will not be hosting this event this year. Fran said she is contacting other organizations for possible sponsoring. She will keep the board informed. Keith asks if the CCSO does not have it, can we still do some thing. Dion suggested we table this until Fran can disclose her information.

b) **Title:** New Home Owners

Linda asks if everyone got the e-mail about the new homeowners. Had we considered what to do for them? She suggested a small jar with candy in it. She can handle the details because a company already does this for her. All she will require from the board is approval and what to put on the jar. The cost should be around \$3.00 to purchase with screen print and the company asks that you order at least 12. The board approved unanimously.

c) **Title:** Web site

Linda displayed a couple of web-site examples for the Board to look at. Peggy asks about the web-site and Dion brought her up to date with what the Board is considering. Dion ask that we table this also until the financials are completed. All the Board members agreed

d) **Title:** Yard sale sign

Fran talked with a several companies about making a sign to hang on the fence at the main entrance to let people know about the Saturday and Sunday yard sales. One company said they could do it to the specifications Fran requested for the amount of seventy to eighty dollars. Dion suggested we table until the next meeting, the Board agreed unanimously.

V. New Business:

a) **Title:** Yards

Dion discussed the condition of some of the yards in Southampton. Linda said she had conducted three drives through so as to get a feel for the neighborhood. This last time she sent out reminder letters informing the people of the development that their yards needed some maintenance performed. She also included tips provided by Ace Hardware on how to maintain your lawn. Linda also said the yards with violations will be posted on a spread sheets in the future. Fran suggested a yard of the month award, Dion agreed once the

financials are complete. Jim asks about some yards with too much on the lawn and Linda said there was nothing against it in the by-laws. Jim asks about the carport cover at 1765 Dartmouth. Linda said she will look into that. Linda asks for volunteers to accompany her on a drive through of the development. This will help her get a better understanding of what has been done to some of the homes and what was approved.

b) Title: Bank owned homes

Linda informed the Board that the bank owned homes need the yards cut. She can impose a force cut which the HOA will pay up front and when the home sells we will get our money back. Linda said some HOA charge \$30.00 for force cuts. Jim proposed we charge \$50.00 due to all the problems from them not keeping the yards up to standards and inconvenience. The Board agreed unanimously. Linda said the yards will be cut twice a month.

VII. Adjournment: Next meeting was scheduled for Monday June 6, 2011, 6:30 P.M. in the offices of CAM at 1008 Park Avenue, Orange Park, Fl. There being no further business Dion called for a motion to adjourn; a motion to adjourn was made by Ray Potts. Meeting was adjourned at 8:25 p.m.