



**Southampton Community Association
Board of Directors Meeting Minutes
Wednesday May 23, 2012**

The President Dion James , called the regular meeting of the board of directors of the Southampton Homeowners 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 E
- c. Secretary/Treasurer – Keith Money P
- d. Director – Fran Watson P
- e. Director – Ray Potts P

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

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

A motion was made by Keith Money and second by Fran Watson to wave 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.

III. Property Manager’s Reports

a) Financial Report (*)

Bob Woods presented April’s financials. The accounts control by Southampton as of April 30, 2012 was,

CAB Operating Accounts22, 597.34
CAB Money Market Accounts.....16,473.11

*All the BBVA Compass accounts have been closed and transferred to Mutual of Omaha Bank, Community Association Banc (CAB).

b) Violations Tracker

Dion James said he was happy to report several home owners in the process of performing

repairs to their lawns. Bob Woods said the tracker is working and some people get it and some do not. The system is working to handle those few who do not get it. The letters are being sent and they will reach the lawyer soon. Once this process takes effect the home owners will get onboard with the rest of the development, he hopes. Fran Watson said she would like to thank all the other home owners who do not need to be told to take care of their yards and their homes. It makes the board's job easier.

c) Collections Tracker

Bob Woods reported the CAM Team collected \$564.91 dollars of past due fees and late charges last month. The HOA has 12,481.31 of bad debt. A couple of homes have not been listed on the tracker. Bob Woods said the homes were in foreclosure and we were waiting on the banks to start their process.

AR Resources – The board was briefed on the chart and the definition of the report. Some of the outstanding debt has not been turned over to AR resources. Bob Woods said he research this and have an answer for the board on Thursday 24, 2012.

d) Community Status

Dion James informed the board he spoke with a gentleman from the Department of Transportation (DOT) about how to file a claim for the damage to the sprinkler system. This damage was caused by the contract company the state hired to lay fiber optic cable. The form he is sending us will be filed out by the CAM Team and file the DOT. They will do an investigation about our claim.

Ray Potts asks to proceed with beautification of the front entrance and Fran Watson suggested we wait until the DOT had completed their project. Because if they needed to re-dig any section it will only destroy what has been replaced. The board agreed to wait until the DOT project was completed.

It was brought to the board's attention that 1822 Dartmouth has a political sign posted in their front yard. The by-laws only allow For RENT and For SALE signs to be posted on front lawns. Bob Woods said he will contact the home owner about removing the sign.

IV. Unfinished Business

a) Title: Surveillance Cameras Placement

Dion James asks Bob Woods about the final payment to Digital Extreme. Bob Woods said he had spoken with Digital Extreme and they would meet with the board once the project was complete. That is when we will make the final payment. The project consists of 5 cameras, one at the entrance and four at the Island (bulletin board area). Fran Watson asks how were we going to place four cameras at the island when there are three already there. How and where was the

fourth camera going to be placed? Dion James informed Fran Watson the camera on the front of the bulletin board was not supposed to go there. Dion James wanted to know why Ray Potts told the digital extreme representative to move the camera from the place the board had agreed on. Ray Potts stated he was surprised the company was there installing the cameras. Dion James informed Ray we did not need to vote on that as a board because we had voted as a board to install them and we were there to listen to the expert on placement of the cameras. Ray Potts explained he was under the impression all the matters would be voted on at the next board meeting. Dion James explained that all his concerns were answered at the Island. Ray Potts explain the position of the camera the board agreed on would not be adequate. Dion James explained all had been voted on and no questions were asked. Ray Potts wanted to know where the monthly fee for monitoring was going to come from. Dion James said we would be voting on that tonight. Dion James requested that we all need to work as a team and in the future not have one person making the decision for the board. That is why we have a board and we must operate as a board. If one person disagrees with the board that does not give them the right to go and change what the board has approved. Keith Money requested the issue of having to pay to move the camera be addressed. He stated that because Ray Potts was a board member and acting on behalf of the board, we the board can not charge Ray Potts to have the camera moved back to its original position the board agreed on. Keith Money also stated that this appears to be a reoccurring problem with this particular board member. He recalled that this board member once before made a decision about removing saga palms from the front entrance with out consulting anyone else. His decision also went against what the board had voted on. Keith Money requested action be taken against this board member. Ray Potts informed the board he would save the board the trouble by offering his resignation and departed the meeting.

V. New Business:

a) Title: Sprinkler System Damage

During the process of checking out the sprinkler system for damage caused by the DOT Dion James and Keith Money found several problems that can be corrected by normal monthly preventive maintenance. Bob Woods confirmed Troy Cutshall will be doing a monthly system check of the sprinkler from now on. One sprinkler head in zone 7 was broken off. Keith Money told Bob Woods that sprinkler head was repaired. Dion James instructed Bob Woods to let Troy Cutshall know several sprinkler heads in Zone 5 was over grown with grass and not allowing the sprinkler to do its job. Ray Potts noted several in Zone 4 in front of the sign stick in the up position. Dion James instructed Bob Woods do not have Troy Cutshall do any maintenance on the sprinkler system because DOT is doing an investigation on the damage.

b) Title: Surveillance Cameras Demonstration

Bob Woods recommended the board meet to hold a demonstration from Digital Extreme of all the cameras and their functions this weekend, May 27. Dion James pointed out that this weekend was a holiday weekend and for Bob Woods to contact Digital Extreme and see when the next possible date would they be available to meet with the board. Fran Watson suggested that May 30, would be a good date and the board agreed. Bob Woods said he would contact the company and see if they had scheduling conflicts. Bob Woods informed the board Digital Extreme will be paid their final payment at the end of the demonstration.

c) Title: Internet Monitoring

Dion James explained the Internet monitoring will cost \$50.00 dollars a month and no contract, \$600.00 dollars a year and Digital Extreme has paid for the first three months of service for us. The company digital Extreme hired to provide Internet service was Clearwire. Keith Money made a motion and it was second by Fran Watson to go with Clearwire for monitoring and the HOA pay them \$50.00 a month for that service from the operating fund. Fran Watson asks for other options then clearwire. Dion James explain that Comcast will provide the same service for \$80.00 dollars a month and they want a two year contract. We can choose not to monitor the system and every time we need some thing removed from the tapes it will cost us. None opposed motion carried.

d) Title: Estate Sales

Fran Watson stopped by the home was having an estate sale to inquire how they function. She was informed that Estate sales did not fall under county code of yard sales. The sale is a one time deal and this is normally performed during the week days and not on weekends.

e) Title: Proposed Budget

Dion James requested Bob Woods to present a draft of next years budget to the board at July's meeting. Southampton's annual meeting is September 11, 2011. We would like to have this done and out of the way as soon as possible.

VI. Committees Report:

a) Title: ARC committee

Dion James recommended the board remove Ray Potts as the ARC Committee Chairman and return the committee's responsibility to the board of directors. Keith Money made a motion and Fran Watson second to have Ray Potts removed as the ARC Committee Chairman and return the committee's duties to the board of directors. None opposed, motion carried.

Dion James requested that the CAM Team invite all home owners to the board meeting when they present an ARC for review. This will reduce the approval time and the home owner will be able to provide answers to any questions the board may have about the ARC.

1635 Dartmouth Drive utility house was approved by the board with restrictions. The home owner must follow HOA covenants and by-laws as well as county code for the placement of the building.

Bob Woods presented Dion James with the completed paper work for 2105 Frogmore Dr and he signed it and its was filed.

b) Title: Welcome committee

The Board of Directors would like to welcome two families to the neighborhood. Fran Watson informed the board the welcome committee has contacted the families.

1625 Dartmouth---- Casey Family

1858 Dartmouth---- Hunsberger Family

VII. Adjournment: Next meeting was scheduled for June 6, 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 Fran Watson. Meeting was adjourn at 8:30 p.m.