

**Southampton Community Association
Board of Directors Meeting Minutes
Wednesday October 12, 2011**

The President, Dion James , called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:20 p.m. in CAM offices at 1008 Park Avenue, Orange Park, Fl. IAW 720.112(2) (c), F.S.

I. Roll call:

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

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

II. Reading of Minutes: Date for Tuesday, September 20, 2011

A motion was made by Jim and second by Keith to wave the reading of the minutes because everyone had an opportunity to read the minutes before hand.

Corrections: Financial report totals reflect Aug end of month balance. Minutes corrected to show end of Sept balance.

Motioned by: Jim Dowling Second by: Keith Money to accept the minutes with the necessary corrections. None opposed motion carried.

III. Reading of Treasurer Report:

Bob Woods presented the board with the Sept Financials. It was addressed that the A/R Aging Summary and the Collection tracker reflect the same information. Bob said he will consult with Linda and see if it is practical to combine the two reports. Bob presented the Board with a policy statement on collection of past-due assessments, authority and time frames. The decision to implement this as policy was unanimous by the board. Dion requested explanation of the aging accounts and Bob said he would consult with the book keeper. Bob said he would have the book keeper give Dion a call on Friday for any questions or concerns.

IV. Unfinished Business:

a) Title: Lawn Care Contracts

The board unanimously decided to stay with the current lawn company. It was requested that Bob contact the Lawn Company for a current up-to-date job description and responsibilities.

b) Parking on the Grass

Jim requested Bob to check on the renter at 1785 Dartmouth for parking on the grass again. This seems to be an on going problem. Bob agreed.

V. New Business:

a) Title: CAM Team and the Board Relationship

Bob said the Cam team was happy with the HOA. Everyone was overall happy with the Cam team. Some concerns about communications being followed through. Not responding to e-mails or phone calls. Dion asks that a response be given when one calls for it, from both parties. The Cam team will be setting up an e-mail account that will only handle Southampton.

b) Title: In-sufficient funds

The issue arose about how to deal with this kind of problems in the future. It was agreed by the Board unanimously that no policy need to be in place. Each case will be dealt with on case by case bases.

VI. Committee Report:

a) Title: ARC 2855 Southampton

Ray presented the ARC request to the board. The material the home owner is planning to use is different from the original. The board rejected the ARC with a unanimous decision. Ray requested board to clarify what are wrong materials. Keith said he will research and get the information to Ray.

b) Title: ARC 1644 Dartmouth

Dion asks Ray to check with the home owner and see if it was completed or is was there a delay? He will also inform the home owner he needs to resubmit the ARC request due to time has expired if the job is not completed.

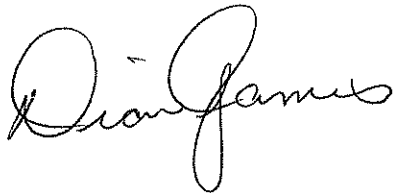
c) Title: New Home owners

Bob informed the board we have 4 new Home Owners in the development. Fran said she would contact the welcome committee and visit the new home owners. Dion recommended that this not be delayed if possible.

d) Title: Bulletin Board Vandals

The community bulletin board was vandalized on or about September 14, 2011. A police report was filled and the case remains open. The fact that it was under \$500.00 the police said there is nothing more can be done. The police have no leads and no witness so the case will be filed. It was suggested that everyone should if we see any one hanging around the sign then notify the police. Take pictures of people hanging around the sign. The pictures would be useful in an investigation

VII. Adjournment: Next meeting was scheduled for November 15, 2011, 6:30 p.m. in the CAM offices 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 Fran Watson. Meeting was adjourn at 8:20 p.m.

A handwritten signature in cursive script that reads "Dion James". The signature is written in black ink and is located in the lower-left quadrant of the page.