

**Southampton Community Association  
Board of Directors Meeting Minutes  
Wednesday August 8, 2012**

**The President Dion James called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:35p.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                   E
- e. Director – John Neff                        P

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

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

A motion was made by Keith Money and second by John Neff to waive the reading of the minutes and accept the minutes with corrections. Correction of the accounts balances, Total 28, 535.66, Operating Account 13,298.80 and Money Market Account 17, 159.25. None opposed, motion carried.

**III. Property Manager’s Reports**

**A. Financial Report**

Bob Woods presented July’s financials. The balances of the accounts controlled by Southampton as of July 31, totaled \$28, 518.70,

CAB Operating Accounts .....	17, 123.04
CAB Money Market Accounts.....	11, 395.66

**B. Violations Tracker**

Bob Woods informed the board of a home owner who had purchased a panel van with a ladder rack on top for personal use. It was intended to be a private vehicle. The board approved this with the agreement that if any time he uses it as commercial purpose then he will be required to park it at another location. Bob Woods also informed the board that five (5) home owners with violations will be sent to the attorney. The board instructed CAM team to inform all home

owners that when they receive a letter of a force cut intent that they will be required to cut, trim and edge also or the board will force cut as planned.

### **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**

Bob Woods reported that all legal matters for the CAM Team were postponed due to a deceased family member in the attorney's family. This month they will be proceeding with all that was purposed to be filed last month. Along with this month and last month the totals are, Intent to Lien Letters 20 @ \$85.00 total \$1,700.00, Lien 1 @ \$90.00, Intent to foreclose Lien Letters 1 @ \$85.00, Foreclosure on Lien 2 @ \$1,250.00 total \$2,500.00 and a grand total of \$4,375.00. Bob Woods pointed out that they do not proceed with this process if the home is already in foreclosure by a finical institution. John Neff made a motion and was second by Keith Money to proceed with the recommendation from the CAM Team of legal action against homeowners who have delinquent fees. None opposed motion carried.

### **D. Community Status**

Bob Woods stated that the overall status of the community is on the rise and with everyone getting on board with upkeep and maintaining all is looking better. With the letters and collection process the strength of the community is progressing.

## **IV. Unfinished Business**

### **A. Southampton Cameras**

Bob Woods was not aware the board was having trouble with accessing the 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. The board instructed Bob Woods to ensure the CAM Team has a key to the system.

### **B. Sprinkler Damage**

Bob Woods explained that there has been no information at this date about the damage claim. The crew installing the wires are back tracking the system and installing a cement slab around the box they installed earlier and at that time they are removing all the felt from the areas. Dion James informed the board once all that is complete then we can proceed with redecorating that area with new plants and shrubs. The board instructed Bob Woods to inform Cutshall not to install any plants until they are instructed to by CAM.

### **C. 2013 Budget**

The board discussed many options about the budget. The board settled with several new plans. The board agreed to reduce the amount of meeting to be held with CAM and they agreed not to raise their fee. The board and CAM agreed to hold a total of five (5) meetings a year and any emergency meetings necessary. The annual meeting and plus four (4) Board of directors meeting. Bob Woods will have a contract written and send it to the board for review. Keith Money made a motion and it was second by John Neff to raise the Home Owner Assesment fee for Southampton from \$187.50 to \$190.00 a 1.3 per cent raise and accept the budget with changes. None opposed motion passed

### **E. Annual Meeting**

The annual meeting will be held the second Tuesday of September. This year the meeting will be on September 11, 2012. The notifications must be mailed out 15 days prior to the meeting. To be included in the notification letters is Place, Date and Time, Proxy and a copy of the 2013 Budget.

## **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. Leslie Woods will monitor any on-going problems or concerns as they arise in the development.

Plant on the corner of Southampton Dr and Dartmouth Dr should be trimmed back. It is causing a safety concern and you can not see around the bush to make a left hand turn at that corner. Bob Woods said he will contact the home owner himself.

### **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. There is still a problem with home owners parking on the grass. Bob Woods will inform Leslie Woods to watch for this violation.

**VI. Committees Report:**

**A. ARC committee**

No ARC request pending at this time.

**B. Welcome committee**

The community would like to welcome to Southampton new home owners Randall and Michelle Thomas at 2847 Southampton Drive.

**VII. Adjournment: Next meeting was scheduled for September 11, 2012, 7:00 p.m. in the Thrasher/Horn Conference Center, 283 College Drive Suite C, Orange Park, Fl. There being no further business Dion James called for a motion to adjourn: a motion to adjourn was made by John Neff. Meeting was adjourn at 8:30 p.m.**