



CAM team will give two written letters to the home owner of the violations and the third will be sent from the attorney's office.

### **C. Collections Tracker**

The CAM team requested and was approved by the board to proceed with letters of intent to lien on two properties for a total of \$114.00.

### **D. Community Status**

Linda Woods informed the board that she had notified the landscape company about trimming of the hedges at the front entrance. The board requested the hedges be trim below the sprinkler heads. The board requested Linda Woods to contact the landscape company for a time line of completion.

## **IV. Unfinished Business**

### **A. Security Cameras**

Dion James instructed Linda Woods to contact Alex Rodriguez and inform him we do not have monitoring capability for Southampton cameras and this is the second month this information has been requested. Keith Money informed Linda Woods he will be the point of contact for this. Dion James said the board needs to be notified any time the status with the cameras change.

### **B. Landscape**

Dion James informed Linda Woods of several items that was requested by the board to be taken care of and due to construction at the entrance it feel through the cracks. It was items listed by Fran Watson during the cleaning of the entrance last year. Dion James said he would e-mail the list to Linda Woods so she could pass it along to the landscaper. Fran Watson said she would be point of contact for the project.

### **C. Board Positions**

Dion James requested all the board members canvas the community for possible board members due to the two vacancies. Keith Money suggested we put the vacancies for the board on the web page. Dion James requested Linda Woods to post this information on the page and she agreed.

## **V. New Business**

### **A. Covenants and Bylaws Review**

Dion James and Linda Woods made a suggestion for the board to form a legal and rules committee to review the covenants and bylaws. Linda Woods informed the board she will post a request by the board for anyone from the community who would like to volunteer to be member of this committee. They would need to contact the CAM team. Linda Woods recommended the committee be three members. Dion James stated this needs to happen before next meeting to ensure it is set in motion to be completed in time for the annual meeting in September.

## **VI. Committees Report:**

### **A. ARC committee**

2811 Southampton Dr painting house, the home is requesting a color change and has submitted the new requested color. The board voted to allow the color change. 2 approved and 1 opposed.

### **B. Welcome committee**

Fran Watson contacted the New Home owners and welcomed them to the community.

Norman and Barbara Chartier 1739 Dartmouth Drive.

**VII. Adjournment: Next meeting was scheduled for March 6, 2013, 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 Keith Money. Meeting was adjourn at 8:11 p.m.**