

**Southampton Home Owners Association**

**Meeting Minutes**

**Wednesday May 8, 2013**

**The President Dion James, called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:32 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 - Keith Money P
- c. Secretary – Teresa Garraway P
- d. Director – Frances Watson A
- e. Director Vacant

Also present was Ms. Woods Southampton Property Manager.

**II. Reading of Minutes: Dated April 3, 2013**

A motion was made to wave the reading of the April 3, 2013 minutes. None opposed motion carried.

Mr. Money had a question as to changes made on the April 3, 2013 minutes. A motion was made to accept the minutes with corrections.

**III. Property Manager’s Reports**

**A. Financial Report**

Ms. Woods presented Southampton’s financials. The balances of the accounts controlled by Southampton as of April 30, 2013 totaled \$39,503.93.

CAB Operating Accounts ..... \$25,714.10  
CAB Money Market Accounts..... \$13,789.83

Mr. James had a question about postage fees for SouthData, Inc. Ms Woods explained that charges were for mailing of letters, copies that are made of checks and paper work for meetings.

Mr. James had a question about attorney fees Ms. Wood explained that fees were charged for legal processing of accounts.

#### **B. Violation Tracker**

No violation for this meeting due to problems with the program.

#### **C. Collection Tracker**

Ms. Woods reported CAM collected \$1070.70.

Ms. Woods requested that we move forward lines 4, 5, 7, 13, 16 on the collection tracker.

A motion was made to accept the recommendation of the management company. None opposed and the motion carried.

#### **D. Community Status**

Ms. Woods stated that as of April 30, 2013, 93% of billed fees have been collected.

Mr. James asked about the Spring Clean up letters for the community. Ms. Woods responded that a generic letter for spring clean will be going out.

### **IV. Old Business**

#### **A. Security Cameras**

Mr. James stated he has not received a response to his email to Alex about wrong security camera model information he received.

Mr. Money requested that monitoring be done on the island to find out who is throwing their advertising on the island. Ms. Woods will email Alex about these issues. The board requested that Alex come to the next meeting.

#### **B. Landscape**

Mrs. Watson emailed Mr. James about the cost of new landscaping \$890 for Knockout roses and Junipers.

Mrs. Garraway asked about the Crape Myrtle trees being trimmed back.

Mr. James requested an estimate for the cost mulch

A motion was made to accept the cost for new landscaping. None opposed and the motion carried.

### **C. Entrance Sign**

Ms. Woods informed the board that the cost of new sign would be about \$3,000.

### **D. Unauthorized Pets**

Ms. Woods informed the board that out of the letters sent out to owners she has received one response the owner said they would get report from the Humane Society on the dog. She has sent out second letter to the owner.

## **V. New Business**

### **A. Supply request**

Mrs. Garraway requested for a new recorder to tape the meetings. A limit was set at \$50.

## **VI. Community Report**

### **A. ARC committee**

There were no new ARC's.

Mr. James reported an unauthorized structure being built in a backyard. Ms. Woods stated she would send out a letter to the homeowner.

### **B. Welcome committee**

No new homeowners.

### **C. Covenants and by-laws committee**

Mr. James requested that Ms. Dudash be contacted about becoming a member of the committee. Mr. James asked if there was not a quorum could the board vote to have the new laws approved. Ms. Wood stated that there would have to be a written vote by homeowners. Still trying to find homeowners to be on the covenants and by-laws committee to review and update.

**VII. Adjournment: Next meeting as scheduled for June 5, 2013, 6:30 p.m. in the CAM offices at 1008 Park Avenue, Orange Park, Fl. There being no further business meeting was adjourned at 8:14 p.m.**