

**Southampton Home Owners Association**

**Meeting Minutes**

**Wednesday July 10, 2013**

**The President Dion James, called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:30 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 E
- c. Secretary – Teresa Garraway P
- d. Director – Frances Watson P
- e. Director Vacant

Also present was Ms. Woods Southampton Property Manager.

**II. Reading of Minutes: Dated June 5, 2013**

A motion was made by Mrs. Watson and second by Mrs. Garraway to wave the reading of the June 5, 2013 minutes. None opposed motion carried.

A motion was made by Mr. Garraway and second by Mrs. Watson to accept the minutes with corrections. None opposed motion carried.

**III. Property Manager’s Reports**

**A. Financial Report**

Ms. Woods presented Southampton’s financials. The balances of the accounts controlled by Southampton as of June 30, 2013 totaled \$35,907.89.

CAB Operating Accounts ..... \$21,757.91

CAB Money Market Accounts..... \$14,149.98

**B. Collection Tracker**

Ms. Woods requested that we move forward lines 2, 4, and 10 on the collection tracker.

A motion was made by Mr. Garraway and second by Mrs. Garraway to accept the recommendation of the management company. None opposed and the motion carried.

**C. Violation Tracker**

Ms. Woods discussed the current status of the community violations. Ms. Woods stated that she talked to the homeowner who is working on cars in their driveway. She reported that there is a homeowner operating a Real Estate business out of their home and a letter was sent stating that the operating a business is in violation of the HOA covenants on use of property.

Mrs. Watson informed the board of a boat being parked in a driveway in the community. Mr. James requested that a letter be sent to the home owner.

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

Ms. Woods stated that the overall appearance of the community is good.

### **IV. Old Business**

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

Mr. James asked about the status of a program that can be used on PC's Ms. Woods said she would talk to Alex when he comes into the office.

#### **B. Landscape**

The new landscaping should be completed on July 15, 2013.

#### **C. Entrance Sign**

Ms. Woods informed the board that she has not been able to get bids for new sign due to the fact that the tiles are a specialty item. Ms. Woods stated she will continue her endeavor to get bids.

#### **D. Unauthorized Pets**

Ms. Woods informed the board that both Pitt Bulls in the community have been removed and owners have moved.

### **V. New Business**

#### **A. Garage Sale Sign**

Mr. James informed the board that there is unauthorized vehicle parking on the vacant lot near the front entrance that creates a parking hazard for the person putting the garage sale sign up. Mr. James requested that a letter be sent to the home owners parking their cars there.

### **VI. Community Report**

#### **A. ARC committee**

Ms. Woods informed the board that both letters sent out to the homeowner who is painting their home came back. Mr. James requested that Ms. Woods send out another certified letter homeowner and should not to continue until ARC is submitted and to advise the homeowner that the next letter will be coming from the attorney. Mr. James requested that all prior ARC's that are completed be closed on the list.

## **B. Welcome committee**

Ms. Watson asked about the new letter welcoming new home owners Ms. Woods stated that the letter was mail out June 6, 2013.

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

The board discussed the covenants by-laws committee Mr. James asked that the members review other community documents and revise their portion if necessary. Mr. James asked Ms. Woods if she heard from Mr. Potts she stated she had received an email from him that stated he would work on his assigned sections.

**VII. Adjournment: Next meeting as scheduled for August 7, 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 8:00 p.m.**