

Southampton Home Owners Association

Meeting Minutes

Wednesday October 9, 2013

The President Dion James, called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 7:00 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 E
- e. Director Vacant

Also present was Ms. Woods Southampton Property Manager.

II. Reading of Minutes: Dated August 5, 2013 and Annual Minutes Dated September 10, 2013

A motion was made by Mr. Money and second by Mrs. Garraway to wave the reading of the August 7, 2013 minutes until November 6, 2013. None opposed motion carried.

A motion was made by Mr. Money and second by Mrs. Garraway to wave the reading of the September 10, 2013 Annual minutes. None opposed motion carried.

A motion was made by Mr. Money and second by Mrs. Garraway to accept the Annual 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 September 30, 2013 totaled \$25,840.51.

CAB Operating Accounts \$11,150.08

CAB Money Market Accounts..... \$14,690.43

B. Collection Tracker

Ms. Woods informed the board that was no actions to be taken on the collection tracker this month.

C. Violation Tracker

Mr. James informed the board about trash cans and shelving being left out for about a month and a home that has a missing panel in fence. Mrs. Garraway informed the board that a house in the community needed to finish painting at the rear of the residence.

D. Community Status

Ms. Woods stated that the overall appearance of the community is good. Ms. Woods stated that she would be doing a drive thru the community this week.

IV. Old Business

A. Security Cameras

Mr. Money asked about the status of a program that can be used on PC's Ms. Woods said she has the program on her computer and the cost of the new camera. Mr. James stated he has not heard anything about the cost of the new camera. Mr. Money asked about the monitoring of cameras by Clearwire. Ms. Woods informed the board that it should consider switching from Clearwire to Comcast at the end of contract.

B. Entrance Sign Correction

Ms. Woods asked about the lettering size for the new "Southampton" sign. Mr. James informed her that if the font sized is dropped "Southampton" will fit. Mr. James asked for bids and style of fonts with suggested designs. Ms. Woods informed the board that she would get back to the board within the week with answers.

C. Annual Meeting

Mr. James thanked the board on for their continued contribution. Mr. Money commended Mr. James for his professional handling of the meeting.

V. New Business

A. Annual Letter

Mr. James asked for a "Thank You for Your Continued Support" letter to be included with mailing of annual assessment.

B. Inspection of Official Home Owner Records

Ms. Wood informed the board that she had written rules for Inspection of Official Community Records drawn up by the attorney outlining procedures that homeowners should follow.

A motion was made by Mr. Money and second by Mrs. Garraway to accept the written rules for Inspection of official community records. None opposed motion carried.

VI. Community Report

A. ARC Committee

Ms. Woods informed the board that there are no open ARC's.

B. Welcome Committee

New homeowner at 1816 Dartmouth Ms. Watson will be welcoming new home owners.

C. Covenants and By-Laws Committee

Mr. James asked if the two homeowners that volunteered have been notified or have they responded. Mr. James requested that they be contacted.

D. New Board Members

Mr. James asked about soliciting homeowners that were at the annual meeting to be contacted new board members.

VII. Adjournment: Next meeting as scheduled for November 6, 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 8:20 p.m.