

**Southampton Home Owners Association**

**Meeting Minutes**

**Wednesday January 8, 2014**

**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 | P      |
| c. Secretary – Teresa Garraway  | P      |
| d. Director – Frances Watson    | P      |
| e. Director                     | Vacant |

Also present was Mr. Jesse Skinner representative for Ms. Woods Southampton Property Manager who was unable to attend.

**II. Reading of Minutes: Dated December 4, 2013**

A motion was made by Mr. Money and second by Mrs. Watson to wave the reading of the December 4, 2013 minutes. None opposed motion carried.

A motion was made by Mr. Money and second by Mrs. Watson to accept the December 4, 2013 minutes with corrections. None opposed motion carried.

**III. Property Manager’s Report**

**A. Financial Report**

Mr. Skinner presented Southampton’s financials. The balances of the accounts controlled by Southampton HOA as of December 31, 2013 totaled \$31,180.70.

CAB Operating Accounts ..... \$15,949.65

CAB Money Market Accounts..... \$15,231.05

Mr. Skinner advised the board as of December 31, 2013 the year end amount was under the actual budgeted amount set for the year.

**B. Collection Tracker**

Ms. Woods asked Mr. Skinner to inform the board that she would like to take action on line numbers 11, 21, 26, and 29 on the collection tracker for this month.

A motion was made by M. Money and second by Mrs. Garraway to accept the management company recommendation to take action on lines 11, 21, 26, and 29. None opposed the motion carried.

### **C. Violation Tracker**

Mr. James asked to be informed about the third violations that will be sent been sent the attorney.

## **IV. Old Business**

### **A. Security Cameras**

Mr. James asked if anything was heard from Alex. Mr. Skinner inform the board that Ms. Woods would be getting in touch with Alex.

### **B. Entrance Sign**

Mr. Skinner informed the board that Ms. Woods would be talking with the attorney about changing the name or replacing the sign.

### **C. Community Christmas Decoration Contest**

The winners of the Christmas Decoration Contest were as follows 1<sup>st</sup> place to 2916 Southampton, 2<sup>nd</sup> place to 1825 Dartmouth Dr. and 3<sup>rd</sup> place to 2862 Southampton.

## **V. New Business**

### **A. Updating of the Website**

Mr. James voiced concerns about the community website not being updated on a regular basis.

### **B. Spring Planting**

Mr. James asked about spring planting. Ms. Watson asked if there could be a meeting gardener to discuss plants around the bulletin board and at the main entrance. Mr. James asked Mrs. Watson to contact the gardener.

Mr. James asked Mr. Skinner to have Ms. Woods get information about the backflow valve for the irrigation system at the bulletin board.

## **VI. Community Report**

### **A. ARC Committee**

The board discussed outstanding ARC and asked for further clarification on paint colors owner is using.

### **B. Welcome Committee**

There were no new home owners in the community.

### **C. Covenants and By-Laws Committee**

Mr. Skinner informed the board that Ms. Woods would be setting a special time for the committee. Mr. James asked to be notified when date is set.

**VII. Adjournment: Next meeting as scheduled for February 12, 2014, 6:30 p.m. in the CAM offices at 1008 Park Avenue, Orange Park, Fl. There being no further business meeting was adjourned at 7:32 p.m.**