

**Southampton Home Owners Association**

**Meeting Minutes**

**Wednesday December 4, 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 P
- 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 August 7, 2013 and Dated November 6, 2013**

A motion was made by Mr. Money and second by Mrs. Watson to accept the August 7, 2013 minutes with corrections. None opposed motion carried.

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

A motion was made by Mr. Money and second by Mrs. Watson to accept the November 6, 2013 minutes. None opposed motion carried.

**III. Property Manager’s Report**

**A. Financial Report**

Ms. Woods presented Southampton’s financials. The balances of the accounts controlled by Southampton HOA as of November 30, 2013 totaled \$22,094.19.

- CAB Operating Accounts ..... \$7,043.39
- CAB Money Market Accounts..... \$15,050.80

**B. Collection Tracker**

Ms. Woods informed the board that she would like to take action on line numbers 2, 6, 13, 14, 19, 30, 33 and 42 on the collection tracker for this month.

**C. Violation Tracker**

Ms. Woods informed the board of third violations that have been sent the attorney.

#### **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 Ms. Woods if she heard anything from Alex. Ms. Woods informed the board that Alex said that there would be no problem switching from Clearwire to Comcast. Alex will get in touch with Mr. James by the end of the week

#### **B. Entrance Sign**

Ms. Woods informed the board that there were no new quotes would be working on getting quotes at the beginning of the year.

#### **C. Annual Letter**

Mr. James asked about the annual assessment letter, Ms. Woods informed the board that it was mailed today (12/4/2013).

### **V. New Business**

#### **A. Community Christmas Decoration Contest**

The board finalized the dates for the contest with the presentation of awards to be on December 14<sup>th</sup> 2013 at 2:30 p.m., final judging on December 12<sup>th</sup> at 7:00, and 7<sup>th</sup> and December at 9:00 a.m. was set to decorate the front entrance sign. Prizes for the decoration contest will be gift cards in the following amounts 1<sup>st</sup> place \$100, 2<sup>nd</sup> place \$50 and 3<sup>rd</sup> place \$25.

#### **B. Fall Trimming**

The board discussed trimming of the Crape Myrtles in the front of the sub-division and requested that gardener be notified.

### **VI. Community Report**

#### **A. ARC Committee**

There were three outstanding ARC's for the month of December.

#### **B. Welcome Committee**

There were no new home owners in the community.

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

The rules and document committee did not meet in December members are to call Ms. Woods to set a meeting date. Mr. James suggested meeting to be scheduled for January 8, 2014.

**VII. Adjournment: Next meeting as scheduled for January 8, 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 8:06 p.m.**