

**Southampton Home Owners Association
Meeting Minutes**

Wednesday June 11, 2014

The President Dion James, called the regular meeting of the board of directors of the Southampton Homeowners Association, Inc., to order at 6:35 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 | Excused |
| c. Secretary – Teresa Garraway | P |
| d. Director – Frances Watson | P |
| e. Director | Vacant |

Also present was Ms. Woods Southampton Property Manager and her assistant Mr. Jesse Skinner.

II. Reading of Minutes: Dated April 9, 2014

A motion was made by Mrs. Watson and second by Mrs. Garraway to wave the reading of the minutes for April. None opposed the motion carried.

A motion was made by Mrs. Watson and second by Mrs. Garraway to accept the minutes with necessary correction. None opposed the 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 May 31, 2014 totaled \$43,360.68.

CAB Operating Accounts \$27,228.29

CAB Money Market Accounts..... \$16,132.39

B. Collection Tracker

Ms. Woods recommended to the board that there is one action on the collection tracker for this month.

A motion was made by Mrs. Garraway and second by Mrs. Watson to accept the recommendation of the management company to take action on line twelve on the collection tracker. None opposed the motion carried.

C. Violation Tracker

Mr. James asked if the third notices were sent out by the attorney.

D. Community Status

Ms. Woods informed the board that the community was looking weedy during her drive thru. Ms. Woods will be sending out letters to tenants and homeowners. Ms. Woods suggested that a yard of the month gift card recognition might be an incentive.

IV. Old Business

A. Security Cameras

Ms. Woods presented the board with an estimate for the 360 degree camera from ASI.

Mr. James had questions about the bill, Ms. Woods suggested that Kevin Turner be contacted. Mr. Turner was spoken to during the meeting there was a misunderstanding and the estimate was for the island camera by the bulletin board. Mr. Turner agreed to come to the subdivision and look at the front entrance and submit another bill.

Mr. James informed the board that Comcast is waiting for a permit to bury the cable at the bulletin board.

Mr. James asked for the spare key to the camera box. Ms. Woods said she would contact Alex to set a time for him to provide a spare key.

B. Entrance Sign

Ms. Woods stated that she did not have any bids for the new sign however she suggested that the cost of letters painted on the tiles would cost about \$1500.00. Mr. James requested a sample tile for the board to look at.

C. Bulletin Board (Replacement)

Mr. James asked Ms. Woods about the cost of a new bulletin board. Ms. Woods provided a catalog for the board to look at. Mr. James asked if they could find one that would accommodate magnetic letters. Ms. Woods said she would email him the information.

V. New Business

A. Lights at Entrance

Mr. James informed the board that the lights on the left side of the entrance need replacing and recommended we replace it with an LED light.

B. Pressure Washing of Entrance Sign

Mr. James asked Mrs. Watson to get some estimates from local businesses for the pressure washing of the sign.

C. Roots on Left side of Entrance

Mr. James informed the board and the Management Company about the plants damaging the first column on the right side of the entrance and asked that homeowner be informed.

D. Trimming of shrubbery leaning on fence

Mr. James informed the board and the Management Company about the shrubbery in the backyards of all homes along College Dr. be asked to trim back shrubs from fence.

E. Replacement of fence Caps

Mrs. Watson informed the board and the Management Company that the fence replacement caps are no longer available in the store but have to be special ordered on line. Each cap will cost \$3.77 each and take two weeks for delivery

Mr. James asked the management company to order twelve replacement caps.

VI. Community Report

A. ARC Committee

No ARC's for the month and the ARC for Brooks was approved.

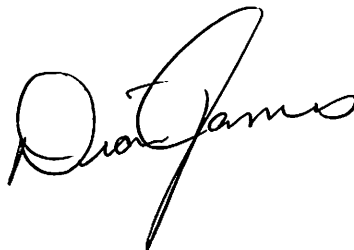
B. Welcome Committee

There was one new homeowners in the community.

C. Covenants and By-Laws Committee

Ms. Woods inform the board that due to her recent illness she was not able to meet with committee members.

VII. Adjournment: Next meeting as scheduled for July 9, 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 8:09 p.m.

A handwritten signature in black ink, appearing to read "Dan James". The signature is written in a cursive, flowing style with a large initial "D".