

**Southampton Home Owners Association  
Meeting Minutes  
Wednesday March 4, 2015**

**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  | Excused |
| d. | Director - Frances Watson    | P       |
| e. | Director                     | Vacant  |

Also present was property manager Mrs. Linda Woods and Jesse Skinner of the CAM Team.

**II. Reading of the Minutes: Dated February 4, 2015**

No minutes for month of January, due to the board did not have a quorum.

A motion was made by Mr. Money and second by Mrs. Watson to table reading of the minutes for February until next meeting. None opposed the 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 February 28, 2015 totaled \$ 26,443.58.

CAB Operating Accounts.....\$ 4,508.46  
Popular Operating Accounts.....\$ 26,825.31

CAB Money Market Accounts.....\$ 595.05  
Popular Money Market Accounts.....\$ 13,748.28

**B. Collection Tracker**

Mrs. Woods explained the next bank statement will reflect only one bank for the accounts. She stated a bank had an issue and they wanted to clear it before they moved forward.

A motion was made by Mr. Money and second by Mrs. Watson to take the recommendation of the CAM team and close all the accounts with the CAB bank and transfer all accounts to Popular bank before next BOD meeting. None opposed motion carried.

**C. Violation Tracker**

Mr. James said he has noticed that several home owners are making changes to their lawn and would like the CAM team to ensure they follow the proper ARC request.

**D. Community Status**

Mr. James said the community is looking a little run down. Mr. Money said he was happy to see a large number of home owners in their yards this past week end. Mr. James asks the CAM team to send out the spring letter reminding home owners to start now working on their lawns.

**IV. Old Business**

**A. Bulletin Board**

Mr. Skinner informed the board the bulletin board has been replaced. Mr. Money said he has seen the board and it looks great. Mr. Skinner said he will contact the vender and get the keys and make sure Mrs. Watson gets a copy. The lighting has been replaced and the light in

the back needs adjusted. Mr. Money will make the adjustment to the light.

### **B. Yard of the Month**

The board drafted rules to govern the Yard of the Month and turned them over to Mrs. Woods who will type them and include them in the next letter from the CAM team to the Home owners.

### **C. Irrigation at Island**

We still have water running from the sprinkler heads every day. Mrs. Woods will contact the landscape company and have them check it out. Mr. James expressed concern the system controls appear to be the problem. Mrs. Woods will contact Cutshall and have them look at it.

### **E. Spring planting**

The board recommended red mulch to be installed this year. The board would like to see more weeds removed from the flower beds this spring. The selections of flowers have been below standards. Mrs. Woods recommended that Mrs. Watson be the board point of contact for the spring planting.

## **V. NEW Business**

### **A. Comcast credit**

Mr. Skinner had someone from the accounts department contact Comcast about credit for when the system was not operational. They informed them we had not filled out an outage ticket so they will not credit use for the two months we were inquiring about. Mr. James pointed out he had called Comcast and spoke with them about the cable being cut. They were sending out a tech to fix the cable and he never showed up. Mrs. Woods said she will handle this in the morning.

### **B. Yard of the Month Committee**

The board is looking for volunteers to sit on the committee. Any one interested should contact the CAM team.

### **C. Web site**

Mrs. Watson wanted to know if the site was up dated with the new sign at the entrance. Mr. Skinner informed Mrs. Watson the web site was fully up to date with all the current information.

## **VI. Committee Reports**

### **A. ARC Committee**

2004 Frogmore Dr. has not up-dated the board with the proper documentation the board requested. The ARC has been disapproved due to not in accordance with by-laws.

1882 Dartmouth trash can blinds have been disapproved by the board because it is not in accordance with by-laws.

### **B. Welcome Committee**

Mrs. Watson has not met with all the new home owners in the community and she is planning to meet with them. The board would like to welcome them to the development.

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

The rules and documents committee discussion has been tabled until the May meeting.

**VII. Adjournment: Next meeting scheduled for April 8, 2015, 6:30 p.m. in the CAM offices at 1008 Park Avenue, Orange Park, Fl. There being no further business meeting was adjourned at 8:10 p.m.**

*Approved*  
*Dual James*