

**Southampton Homeowners Association, Inc.**  
**Meeting Minutes**  
**Wednesday August 19, 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 The CAM offices at 1008 Park Avenue, Orange Park, FL LAW 720.112(2) (c), F.S.**

**I. Roll Call**

- |    |                              |        |
|----|------------------------------|--------|
| a. | President - Dion James       | P      |
| b. | Vice President - Keith Money | P      |
| c. | Secretary - Frances Watson   | P      |
| d. | Director -                   | Vacant |
| e. | Director                     | Vacant |

Representing The Cam team Mrs. Linda Woods and Mrs. Jenni Nolan. Homeowners: Mrs. Claudia Decurnou, as well as Mr. and Mrs. Josh and Netty McDaniels were present.

**II. Reading of the Minutes: Dated July 8, 2015**

A motion was made by Mr. Money and second by Mrs. Watson to waive reading of the minutes for the July meeting. None opposed and the motion carried.

A motion was made by Mr. Money and second by Mrs. Watson to accept the minutes for July as presented. None opposed and the motion carried.

**III. Property Manager's report**

**A. Financial Report**

Mrs. Woods presented Southampton's financials. The balances of the accounts controlled by Southampton HOA as of July 31, 2015 totaled \$ 41,430.03

Popular Operating Accounts.....\$ 25,729.30

Popular Money Market Accounts.....\$ 15,700.73

**B. Collection Tracker**

Mrs. Woods mentioned line item #9 stating the attorney will reopen account. Line item #21 was discussed. A payment plan has been requested by the homeowner.

**C. Violation Tracker**

The Board is concerned about maintenance of vacant houses and lawns not being maintained. They have asked that the yards be force cut once per month during the growing season as needed. Mrs. Woods said the CAM Team will contact the landscaper.

**D. Community Status**

Mrs. Woods stated that the community looked good except for lawns of abandoned homes. Mrs. Watson stated that the landscaper is doing a good job.

**IV. Old Business**

**A. Annual Meeting / letter**

The Annual Meeting letter was mailed and received by homeowners. The Annual Meeting is scheduled for September 8, 2015 at 7:00 pm.

**B. 2016 Budget**

The Proposed 2016 Budget discussed. Mr. Money motioned to approve the Budget as presented, second by Mrs. Watson. None opposed and motion carried. It was agreed that the Year End Report will be posted on the website in March 2016 that the Year End Report will be available to homeowners upon request.

## **V. New Business**

### **A. Irrigation System at Entrance**

Mr. James spoke with the landscaper. The irrigation system will be monitored and a report will be provided.

### **B. Cameras at Entrance**

Mrs. Woods presented an estimate from All Access Security to repair the security system. Mr. Money motioned to accept the proposal from All Access Security for the addition of a 4CH HD-SDI DVR, Cooling fan, Thermostat and Labor at a price of \$624.88, second by Mrs. Watson. None opposed and motion carried. Mrs. Woods will begin the process with the vendor.

### **C. Appointment of Director**

The Board appointed Ms. Claudia Decurnou to fill one of the vacant positions on the Board for the remaining term of the seat. Ms. Decurnou accepted the appointment.

### **D. New Flag**

Mrs. Woods shared a homeowner email about the frayed flag at the entrance of the community. The Board agreed that the flag should be replaced and will do so immediately.

### **E. Insurance Policy**

Mrs. Woods stated that Travelers Insurance will no longer be available to them for renewal. After research a new proposal was presented with a new company. The Board accepted the proposed insurance estimate. The Board decided to reduce the office supply cost on the 2016 budget to offset the Insurance increase.

### **F. New Lighting**

Mr. Money proposed obtaining an estimate on lighting to light the trees and fence line along College for the safety and beautification of

the community. Mrs. Woods said she would request an estimate from Almsgiving Electric.

### **G. Mailboxes**

Ms. Decurnou asked what could be done regarding mailboxes that are in disrepair or are leaning. The Board agreed to have The CAM Team note these mailboxes during the inspections of the community.

## **VI. Committee Reports**

### **A. ARC Committee**

Mr. James requested that Carmen verify that there are no changes to the current ARC that is awaiting approval. Mrs. Woods will address concerns with Carmen about deadlines and email responses in the SmartWebs System.

### **B. Welcome Committee**

Mr. Money has received the new welcome jars and stated the name on the jars is updated.

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

Mrs. Woods offered to create a rules and documents draft by October for the committee to review. The Board accepted the offer.

### **D. Yard of the Month**

The Yard of the Month Committee designated 1895 Dartmouth as the July Yard of the Month and 2838 Southampton as the August Yard of the Month. Both homes received a gift. Mrs. Watson suggested that photos be taken of each home and added to the website. Mrs. Woods offered to take care of that for the Board.

**VII. Adjournment: Next meeting scheduled for September 8, 2015, 7.00 p.m. at the Thrasher Horne Theater on College Drive, Orange Park, Fl. There being no further business meeting was adjourned at 8:04 p.m.**