

**Southampton Owners Association BOD Meeting**  
**January 4, 2017**  
**The CAM Team Office**  
**1008-120 Park Avenue**  
**Orange Park, FL 32073**

The President Dion James called the regular meeting of the Board of Directors of the Southampton Homeowners Association, Inc., to order at 5:40 p.m. in the CAM office 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 – Claudia Decurnou            Excused
- d. Director-Cassie Tomkins                    P
- e. Director – Vacant

Linda Woods, Carla Guzman and Jenni Nolan were present representing The CAM Team. No homeowners were present.

**II. Reading and Approval of the Minutes:** Minutes from November 2, 2016. Due to lack of a Quorum at the Dec. 2016 BOD Mtg there were no minutes to approve.

Keith Money made a motion to waive the reading of the November 2, 2016 minutes. Cassie Tomkins seconded the motion. None opposed and the motion passes.

Keith Money made a motion to approve the November 2, 2016 BOD Meeting Minutes. Cassie Tomkins seconded the motion. None opposed and the motion passes.

**III. Management Company Update:**

**a. Current Financial Report –**

Popular Operating Account	\$29,919.64
Popular Money Market Account	\$18,117.36
Total Operating/Reserve Cash	\$48,037.00

**b. Collection Tracker** – The Collection Tracker was presented and discussed.

**c. Violation Tracker** – The Violation Tracker was presented. The BOD stated that any vehicle with commercial signs and that weigh over 2,000lbs are considered Commercial Vehicles. The BOD would like to move forward with any action to enforce removing commercial vehicles from parking in view in the Community.

**d. Community Status** – Jenni Nolan stated that she had driven through the neighborhood and it looked nice.

#### **IV. Old Business:**

**a. 2017 Projects** – Installation of different lights at entrance was discussed. Almsgiving Electric's proposal will be discussed at the February meeting.

**b. Yard of the Month Sponsorship Letters** – Jenni Nolan had the letters prepared and gave them to Dion James.

**c. Holiday Decorations** – The Board decided to meet on Friday, January 6<sup>th</sup> at 4:30pm to remove Christmas décor from the entrance and island.

**d. Entrance Sign (Deed Restricted Community)** – Jenni Nolan stated that proposals had been sent. They would be discussed at the February meeting.

**e. Spring Planting** – The BOD asked that Cutshall Enterprises trim back the juniper at the entrance, as well as the plants in front of the bulletin board at the island. They also asked The CAM Team to ask Cutshall for a recommendation for the Spring planting.

**f. Budget Reconciliation (cash receipts and expenditures)** – It was decided that Jenni Nolan would provide a Spring Newsletter to include a note stating, "the year-end financials may be received from The CAM Team upon request", as per Florida Statute.

**V. New Business:** None

#### **VI. Committees:**

**a. ARC** - All ARCs were reviewed. A request for a roof was approved, while more information concerning the setback lines for a fence were requested.

**b. Welcome** – Cassie Tomkins stated she may be interested in helping Claudia Decurnou with the Welcome Committee.

**c. Rules and Docs** – Review of the governing documents was tabled.

**d. Community Website** – The BOD asked that the winners of the Christmas Décor Contest be posted on the community website.

**e. Yard of the Month** – Four Yard of the Month sponsors have been secured. Southampton's landscape vendor - Cutshall Enterprises, Southampton's security vendor - All Access Security, and Southampton's Management – The CAM Team. River City Insurance Company has also offered to sponsor The Yard of the Month. The Yard of the Month competition will begin in May.

**VII. Adjournment:** A motion was made to adjourn the meeting at 6:46pm.

**The next meeting will be held March 1, 2017 at 5:30 P.M. at The CAM Team.**