

Southampton Owners Association BOD Meeting Minutes

November 1, 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 5:48p.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 Arrived at approximately 6:20 p.m.
- d. Director-Cassie Tomkins E
- e. Director – Vacant

Carla Guzman and Liz O'Brien were present representing The CAM Team.
No homeowners were present.

II. Reading and Approval of the Minutes:

Without a quorum of the Board, the August 2nd, 2017 minutes could not be approved.

III. Management Company Update:

a. Current Financial Report –

Popular Operating Account \$28,954.12
Popular Money Market Account \$21,005.88
Total Operating/Reserve Cash \$49,960.00

- b. **Collection Tracker** – The Collection Tracker and aging report were presented and discussed. The consensus of Mr. James and Mr. Money was to wait until January 2018 before doing any intent to lien notices since it is the holiday season.
- c. **Violation Tracker** – The Violation Tracker was presented. Mr. James asked about trailers and commercial vehicles and Carla stated that she has sent notices to residents with these vehicles but the Association does not have authority to fine for this or force removal.
- d. **Community Status** – Carla Guzman stated that she had driven through the neighborhood and there are still some homes with tarps on them but other than that the neighborhood looks good.

IV. Old Business:

- a. **2017 Projects** (Lights along College)

- b. **Irrigation System Upgrade (Bulletin Board)** The Board would like more information on the scope of work.
- c. **b. Camera at (bulletin board)** The Board would like to know why the proposed license plate is proposed 2 megapixels. Carla suggested the Board meet with Scott from Matthews Technologies to answer any questions. Action Item: CAM Team to arrange meeting with BOD and Scott.
- d. **Budget 2018** Proposed Budget was discussed and the Board stated that there should be no increase in the management fee for 2018. Also, they are concerned about the amount of money spent on copies for 2017. Action Item: CAM Team to email the BOD all of the 2017 invoices coded to copies/printing/supplies.

V. New Business

- a. **Christmas Decorating**-The Board discussed that a flyer needs to be sent to all residents advertising the holiday decorating contest with voting beginning the week of the 11th and the final judgement on the 15th and the presentation of awards at the Island on the 16th. Prizes will again be a VISA Gift cards of \$100 for first place, \$50 for second place and \$25 for third place. Action Item: CAM Team to mail this notice by December 1st.

VI. Committees:

- a. **ARC** – All ARC applications have been approved.
- b. **Welcome Committee** - N/A
- c. **Rules and Docs** –The Board will get back to working on these updates after the 1st of the year.
- d. **Community Website** – Update with yard of the month information.
- e. **Yard of the month** – This will resume in May 2018

VII. Adjournment: The meeting was adjourned at 6:50 p.m.

The next meeting will be held December 6, 2017 at 5:30 P.M. at The CAM Team.