

**Southampton Owners Association BOD Meeting Minutes**

**March 14, 2018**

**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 6:09 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 P
- d. Cassandra Tomkins E
- e. Director – Vacant

Liz O'Brien was present representing The CAM Team.  
No homeowners were present.

**II. Approval of the Minutes:**

Claudia Decurnou motioned to approve the February 6, 2018 Board meeting minutes and Keith Money seconded. Motion passed unanimously.

**III. Management Company Update:**

**a. Current Financial Report –**

Popular Operating Account \$52,079.03  
Popular Money Market Account \$22,162.13  
Total Operating/Reserve Cash \$74,241.16

- b. Community Status/Violation Tracker –** Liz O'Brien presented the violation tracker. *Action Item- have Carla said a notice for the rug in the driveway of 1782.*
- c. Collection Tracker –** The Collection Tracker and aging report were presented and discussed. Action Items: Send statements to any owners with delinquent balances at the end of the month if they have not paid. Have the attorney check and make sure the HOA legally can reach out to mortgage lenders and let them know if an owner is behind on HOA payments.

**IV. Old Business:**

- a. **2017 Projects** (Lights along College) Almsgiving reported that the lights just came in and they will be installed the week after next.
- b. **Irrigation System Upgrade (Bulletin Board):** Follow-up with A and L Irrigation on proposal.
- c. **Camera at (bulletin board)** Work is complete. Action Item: Liz contact Scott to provide the URL to Dion so the Board can get access and be able to view the cameras. Also ask him to change the password and deliver it -not via email.

## **V. New Business**

- a. Spring Planting-** Waiting to hear back from Greenway Landscapes about what would be good for the area around the bulletin board.
- b. Yard of the Month sponsorship letters-**Liz O'Brien has secured Matthews Technologies, Sean Murrell, Almsgiving and Greenway Landscapes to be sponsors.

## **VI. Committees:**

- a. ARC** – A metal roof was approved in error. In the future, any ARC proposal must be approved by the Board only. Action item: Liz to find out how much the recent mailing was and plan on doing another newsletter mailing including a notice about the metal roof that was approved by error and that no others will be approved.
- b. Welcome Committee** - Action Item: Liz to have more jars ordered.
- c. Rules and Docs** –Cassandra Tomkins is just about finished writing everything up.
- d. Community Website** – For the next newsletter, spread it out over a few pages and include the sponsors for the Yard of the Month
- e. Yard of the month** –Will resume May 2018

**VII. Adjournment:** The meeting was adjourned at 6:55 p.m.

**The next meeting will be held April 4th 2018 at 6:00 P.M. at The CAM Team.**