

**Southampton Owners Association BOD Meeting Minutes**  
**July 10, 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 6:05 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. Director-Vacant
- e. Director – Vacant

Liz O'Brien and Susan Hatton were present representing The CAM Team.

**II. Approval of the Minutes:**

Keith Money motioned to approve the minutes with two changes. Dion James seconded. Motion passed unanimously.

**III. Management Company Update:**

**a. Current Financial Report –**

Popular Operating Account \$39,453.34  
Popular Money Market Account \$23,319.16  
Total Operating/Reserve Cash \$62,772.50

- b. **Collection Tracker** – The Collection Tracker and aging report were presented and discussed. 21 units are with the tracker. 19 just received 10-day Demand letters. The Board agreed that they would like Final Demand letters sent to any that do not pay.
- c. **Community Status/Violation Tracker** – Liz O'Brien said the community looks pretty good and that most violations are for lawn issues. Claudia reported that 1691 Dartmouth is storing their trash can out and also leaves and other lawn debris. 2866 Dartmouth also needs a notice for the grass not cut and garbage cans out.

**IV. Old Business:**

- a. **Irrigation System Upgrade (Bulletin Board)** The repairs are done according to Greenway but the water bills are still too high. Keith Money also pointed out that there should be 2-line items for irrigation 5710 and 5700. Action Item: Talk to Greenway and let them know the water bills are still unusually high.
- b. **Cameras at bulletin board (need app and password)** Scott says he sent Dion an email. Dion will check on this.

- c. **Yard of the Month**-Keith Money says they have not selected a yard for this month but will do so by Friday.
- d. **National Night Out**- National Night out will be held on October 2<sup>nd</sup>. *Action Item: Liz O'Brien to look into cost of a banner they could put up to help advertise.*
- e. **Lights at entrance sign**-The lights at the northbound sign are out. One light at the southbound light is out. Liz spoke with Todd Jolly about this already.
- f. **Projected 2019 annual budget**-Liz O'Brien will email the draft budget to the Board so they can review before the meeting on August 1<sup>st</sup>.

**V. New Business-**

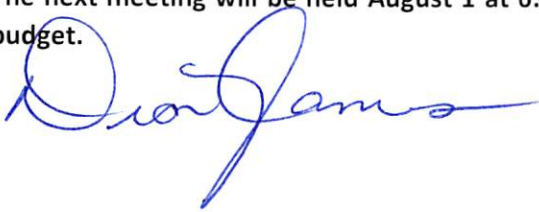
- a. Annual Meeting- The meeting will be the 2<sup>nd</sup> Tuesday of September at 7 p.m., which is the 11<sup>th</sup> at the Thrasher-Horne center. *Action Item: Work on packet with proxy, annual meeting notice, projected budget.*
- b. 2019 Projects-The Board discussed ideas for projects. Action Item-Liz to ask Troy about replacing the crape myrtles on the Island as that has not been done.

**VI. Committees:**

- a. **ARC-2854 Southampton roof**-Approved with conditions that shingles do not change
- b. **Welcome Committee** No new move-ins
- c. **Rules and Docs** -No report.
- d. **Community Website** - *Action Item: Update the website for April 2018 minutes to say there was no quorum so not meeting minutes.*

**VII. Adjournment:** The meeting was adjourned at 7:02 p.m.

The next meeting will be held August 1 at 6:00 P.M. at The CAM Team to discuss the Proposed 2019 budget.

A handwritten signature in blue ink, appearing to read "Dion James", is written over the text of the next meeting. The signature is fluid and cursive.