

Southampton Owners Association BOD Meeting Minutes
August 9, 2023
Google Meet Virtual Meeting

The regular meeting of the Board of Directors of the Southampton Homeowners Association, Inc., was called to order at 6:17 PM. FL. LAW 720.112(2)(c), F.S.

Board Members Present

President – Dion James	P
Vice President – Keith Money	P
Secretary – Cari Andreani	P – via Zoom
Director – Peggy Brister	P

Christina Bloomfield was present on behalf of The CAM Team. Three (3) homeowners were also able to join by Zoom.

APPROVAL OF MINUTES

Keith Money made a motion to approve the meeting minutes from June 7, 2023. Cari Andreani seconded, but Dion James asked that some changes be made to reflect him as excused from the last meeting. With that change, the Board moved to a vote and approved the minutes.

MANAGER REPORT

Financials

The July 2023 financials were emailed to the Board in advance of the meeting. The balances of July 31, 2023, were:

Operating Account	\$41,180.43
Money Market Account	<u>\$36,777.37</u>
Total Operating/MMA	\$77,957.80

Before moving to the collection report, Dion James asked that the minutes note that irrigation was \$309.14 in the minutes. He also stated that the cameras were not reinstalled up front and asked that we confirm that they were. He is also going to check on site. If the cameras are not back up, Dion James asked that Comcast be contacted, and the account suspended until they are.

Collection Report

- 6 units with a Lien Status
- 1 Foreclosure-Bank (STHP2138 - 1878 Dartmouth violation)
- 1 Notice of Late Assessments.
- Accounts Receivable as of 7.31.2023- \$8,805.73 (\$8,670.74 is homeowners in lien status).

Violations – Review of Violations Report

Christina Bloomfield presented the Southampton Violation Tracker noting that there were four (4) accounts; STHP1042, STHP3213, STHP3185, and STHP3220 that were ignoring letters and no improvements were made. In last months meeting we had discussed sending accounts to the attorney for a covenant enforcement letter.

Keith Money expressed concerns that this was similar to fining homeowners and advised that since the Association does not have a fines committee, they were not allowed to charge homeowners for their violations. Christina Bloomfield explained how the fines committee works versus sending accounts to the attorney, and Dion James validated that.

There was some discussion by the Board on the matter, and then Cari Andreani made a motion to approve sending these accounts to the attorney, Peggy Brister seconded, Dion James asked if they would be charged the attorney fees or the homeowner, and Christina Bloomfield indicated that she believed they did, but would confirm before sending anyone. The Board voted, and Keith Money was opposed, but the motion carried otherwise.

Dion James asked if force mows were being charged to homeowners and Christina Bloomfield said yes.

Community Status – 2807 Southampton plans to build and are in the process of collecting data to submit ARC. The application should be submitted tomorrow. Peggy Brister mentioned that the Clay County Commissioner did approve the building, but asked if the ARC would be approved. The ARC should include everything for approval; however, Christina Bloomfield advised Jillian Stewart, the ARC Coordinator for The CAM Team would be happy to answer any questions that the Board had regarding setbacks and property easements.

OLD BUSINESS

Irrigation at Front Entrance – The preliminary work is done and cost \$962. The Bold City irrigation tech was unable to find the valves for zones 6-7, so a new redirect of irrigation along with handheld timers with GPS location finders is recommended. Location findings are on-going and trenching is scheduled soon. The installation of new irrigation will not affect existing lateral lines in those zones. Long term, Kris with Bold City is recommending we go to handheld timers (\$210) on all zones to avoid issues finding wiring harnesses in the future. A deposit invoice will be coming soon.

Bulletin Board Sign Rebuild – AFAB Solutions were approved to rebuild the sign; however, this is on hold until the irrigation repairs are completed. Dion said since this was already approved, we are good to move forward with the repair.

Sod at the Entrance – The Board asked this be put on hold while the drainage work was being performed by Clay Utility in front of the community.

NEW BUSINESS

Insurance – Brown and Brown year-over-year comparison are a 14% increase over 2022 mostly in Property and GL. The Board needs to approve the proposal no later than August 24, 2023, to bind the policy. Dion James asked about the coverages and was concerned that the proposals were based on limits that were too high. Christina Bloomfield stated she is not well versed in insurance and is not qualified to answer questions regarding policy coverages. She offered to reach out to Bridget Kilroy of Brown and Brown and to connect the Board with her via email so they could pose their questions directly to the experts. The Board decided to do this before voting to approve the proposal at the meeting.

Bids to Approve or Ratify

The tree uplift bid from Bold City for \$4,725 was submitted for approval. Keith Money made a motion to approve, Peggy Brister seconded, and the motion was carried.

The Heck Electric bids for the irrigation timer wiring repair and the front entrance light photocell repair were also submitted to be ratified. Peggy Brister made a motion to ratify these invoices, Keith Money seconded, and the motion carried.

At this point, Cari Andreani lost connection to the call and was not able to re-join the meeting.

Forced Mows – We are ordering force mows if the yard is over 10” and billing the homeowner’s account.

Annual Meeting – Dion James asked if The CAM Team had the budget ready for the Board to review yet because they want to combine the Annual Meeting and the Budget Meeting together at Thrasher Horne on September 12, 2023. Christina Bloomfield advised that in December when the meetings were planned for 2023, the Board had agreed to make the Budget Meeting in November. Dion James asked instead that we do both in September.

The Board also discussed the November and December meetings and decided to have the November meeting virtual since the 8th was not available at the Fleming Island Library, and to make the December 6th meeting in-person. Christina Bloomfield will make the arrangements.

2024 Budget and Project Wish List for 2024 – The Board was asked what wish list items they have for 2024. Peggy Brister mentioned that it would be nice to have a banner to prevent homeowners from placing their own signs out front. Dion stated that we had a banner, and Peggy asked if she could be responsible to place the banner out front monthly.

COMMITTEE REPORTS

ARC – There are three (3) pending and one (1) expired ARC pending Board Review. Also, the ARC for 2807 is forthcoming. The Board agreed to go in and make sure that all ARC were managed.

Welcome Committee – One (1) new move in occurred since the June 7, 2023, meeting.

Rules and Documents – The Board still needs to get the thumb drive with the updated documents.

Community Website – 128 sessions in past 30 days, up 142% from prior to 30 days. Christina Bloomfield is managing the site and updating it as needed.

OPEN FORUM

Homeowners were present online and asked about potholes in the street, the ability to access the cameras at the entrance and meeting minutes being up to date on the website.

Adjournment – A motion was made to adjourn the meeting at 7:53 pm; motion passed unanimously. Next meeting will be the September 12, 2023, Annual Meeting and Budget Meeting at the Thrasher Horne Center.