**Southampton Owners Association Budget Meeting Minutes**

**November 8, 2023**

**Thrasher Horne Center**

**283 College Ave.**

**Orange Park, FL 32065**

The Budget meeting of the Board of Directors of the Southampton Homeowners Association, Inc., was called to order at 7:09 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

Director – Peggy Brister P

Christina Bloomfield was present on behalf of The CAM Team. Two (2) homeowners were also in attendance.

Dion James indicated a new Board Member may be on the call. No Annual Meeting occurred but Christina Bloomfield opened the meeting to ask if anyone on the call was the new board member and no one replied.

**APPROVAL OF MINUTES**

Meeting minutes from August 9, 2023, were emailed to the Board prior to the meeting. Cari Andreani made a motion to approve the meeting minutes. Peggy Brister seconded, and the minutes were approved with a change to the wording under Old Business [Sod at the Bulletin Board].

Budget Meeting minutes were also presented for the Budget Meeting minutes from September 12, 2023. Dion James asked that we amend the full date to “November 8th, 2023, for the Budget Meeting minutes from September 12, 20223. Cari Andreani motioned to approve those minutes and Peggy Brister seconded, and the minutes were approved.

**MANAGER REPORT**

**Financials**

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

Operating Account as of 10.31.2023 $ 19,596.03

 Reserve Accounts as of 10.31.2023 $ 37,758.11

 TOTAL $ 57,354.14

**Collections Report**

* 6 units in Lien status
* 1 Foreclosure-Bank (STHP2138 - 1878 Dartmouth violation)
* Accounts Receivable as of 10.31.2023- $8,450.93 ($8,115.93 is homeowners in Lien or bankruptcy status).

**Violations –** The last lawn violations for the year were sent on 10.26.23. STHP1042 was sent to Code Enforcement over the appearance of the home. STHP2138 is still in bank foreclosure status. STHP3154 is still in lien status and though daughter called and said she was working on the exterior; the fence is still in disrepair. Recommending starting landscape violations again in March after the Spring Letter goes out to homeowners. Then moving them back to a 2 for repeat offenders.

Dion James asked that all violations regardless of stage be on the report in future meetings.

Regarding the Financials, Dion James also asked for a variance report to account for anything plus or minus $50 on the 15th of every month.

**OLD BUSINESS**

**Irrigation –** All work is completed at the entrance.

**Bulletin Board Rebuild / Camera System –** Both the front sign and the bulletin board sign were repaired by AFAB Solutions. The camera systems were reinstalled on both signs as well but failed to perform prior to removal due to age.

The front system camera itself is not transmitting a picture.  The screen just stays gray.  They tested the system with another camera, and it worked.  The line and power are working fine, just not the camera.  He said our system is from 2015 so they are recommending a DVR with 2 new cameras.

On the back system, ASI found either a bad NVR or a bad power supply.  He could not get that system to power up at all.   The power supply is an outdated and obscure one.  It is expensive, and there is no guarantee that the power supply is the problem.   They did not have another one to test it with, so we would have to order another one.  Again, they are recommending replacing the NVR system.

Two bids were presented to the Board for consideration. Dion James felt we should bid the cameras out and asked for a spec sheet on the equipment being bid.

**NEW BUSINESS**

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**Review and Adoption of the 2024 Budget as presented.** At the last meeting the following changes were requested by the Board.

* Legal Expenses, Copies/Printing/Supplies, Community Events, Mulch, Fence Repair, and Bulletin Board Maintenance were adjusted back to 2023 budgeted amounts.
* Miscellaneous – The Board requested nothing budgeted here and asked that $226.38 from Heck Electric for the timer wiring repair be reclassed to Irrigation.
* $5500 will be moved from Operations to the MMA.

Christina Bloomfield explained that after these changes, to balance the budget, a $7 annual increase in assessments was proposed to the Board which was rejected.

The CAM Team accountants asked Christina Bloomfield to explain to the Board that in the newly proposed budget presented here The CAM Team added a line item under income that would recognize some of the prior year’s surplus from when the Association managed expenses well. This surplus found in the Fund Balance may be used to avoid an increase in annual assessments to members in 2024.

Christina Bloomfield also explained to the Board that the Association net loss this year so far is $3312.87, which will most likely increase by end of year. Upon direction from The CAM team the Board should understand that is not a pattern they should continue to follow. Accounting advised the Association was spending more than their income for the year, so they may need to be careful if they get on a path of continually using the fund balance to account for the difference in income.

Dion James indicated that the 3% increase to The CAM Team was not agreed upon. He said that he had spoken to Bob Woods and that Bob had approved only a 1.5% increase. Some discussion occurred around this topic.

Ultimately, the Board approved the budget as presented with a change to 1.5% increase only. Peggy Brister made the motion to approve, Cari Andreani seconded, and the motion passed.

Dion James said that in 2024 he wants the budget proposal in front of the Board at the July meeting so that they can begin planning for 2025. In August, the Board will finalize the budget and vote to adopt it at the Annual Meeting in September.

**COMMITTEE REPORT**

**ARC –** There are 3 open ARC pending approval. One for Exterior Painting. One for Door Replacement. One for a Shed. My understanding is that sheds are not permitted per the documents in Southampton. Please have the Board clarify.

**Welcome Committee –** One (1) new homeowner since last meeting. Address provided to Cari from last meeting as well.

**Rules and Documents –** No updates.

**Community Website –** The website has been updated with the current Board of Directors listing and all other pages up to date as well. Sessions, page views and users were down this month. 58 sessions, 154 views, and 51 total users.

**RESIDENT’S FORUM**

Topics discussed included a sign at 1705 Dartmouth, a teenager running through yards and over fences, police being called for this concern, and fences. Ryan Geddings, a homeowner, spoke up and stated that he was the new Board Member. Dion James said, “Welcome new Board Member.”

Christina Bloomfield advised that she needed to find out how we legally add a new Board Member so we can appoint Ryan at a future meeting.

**Adjournment –** A motion was made to adjourn the meeting at 7:57 pm; motion passed unanimously.