

**Southampton Owners Association Board Meeting Minutes
December 6, 2023
Fleming Island Library
1895 Town Center Parkway.
Fleming Island, FL 32068**

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
Director – Position Open	

Christina Bloomfield was present on behalf of The CAM Team. No homeowners were in attendance.

APPROVAL OF MINUTES

Meeting minutes from November 8, 2023, were emailed to the Board prior to the meeting. Dion James had emailed for corrections to the minutes to be made including notes regarding the budget being over due to irrigation repairs in 2023 and notes regarding filling the open director position.

Christina Bloomfield made these changes prior to the meeting and asked the Board to review and make a motion to approve. At that time, Dion James had not arrived at the meeting and the Board tabled the discussion until Dion James could be there.

MANAGER REPORT

Financials

The November 2023 financials were emailed to the Board in advance of the meeting. The balances as of November 30, 2023, were:

Operating Account as of 11.30.2023	\$ 12,534.68
Reserve Accounts as of 11.30.2023	<u>\$ 38,048.98</u>
TOTAL	\$ 50,619.66

Collections Report

- 6 units in Lien status
- 1 Foreclosure-Bank (STHP2138 - 1878 Dartmouth violation)
- Accounts Receivable as of 11.30.2023- \$8,493.28 (\$8,158.28 is homeowners in Lien or bankruptcy status).

Violations – Violations were performed today. The sign was still on the garage door of the rental home on Dartmouth Drive today and a violation letter was sent to the homeowner as well as to the owner of the food truck. The home at the corner of Frogmore and Dartmouth was escalated for the fence repairs.

Keith Money noted that during the prior meeting The CAM Team included a Violation Tracker in the Board Members packets. Christina Bloomfield explained that due to the fact there were no significant updates, a new report was not included this month. It will be updated in January.

Community Status – The College Drive drainage repairs will be completed by Thanksgiving across the road for Northglen. No further work is slated for in front of Southampton. They are pulling the walls, installing barrels, and will do some paving. But from December 22- January 3rd no work will be performed at all. There will be more work mid-year 2024 with a different contractor, but there is no other information about that at this time.

Christina Bloomfield presented the bid for TruGreen 2024 Lawn Care Program. The cost will be for six (6) regular treatments plus one (1) for chinch bugs at \$162.81 per treatment.

Cari Andreani made a motion to approve this bid. Keith Money seconded and the motion passed unanimously.

OLD BUSINESS

Camera System – Present the specs from the cameras that HPOA purchased. The specs for the equipment proposed by Kevin have been requested, but not yet received.

Tree Uplift Work – Work was completed the day of the last meeting on Wednesday, November 8, 2023 before the Board opted to stop it due to construction.

NEW BUSINESS

End of Year Accounting Variance Reporting – A report in Cinc was found to meet the requirements for 2024 for variance reporting. The first report will be in February of 2024.

Keith Money noted that in the meeting minutes for the November meeting, Christina Bloomfield indicated that there would be a variance report at every meeting. She clarified that the first one would be in February to give time for the year end financials to be completed.

Adding a New Board Member – The Board cannot appoint a new member outside of a regularly appointed meeting and not until the existing Board Member, Claudia Decurnou resigns. The CAM Team did receive her resignation today, and now that we have it, the Board may appoint a new member at the next meeting.

When asked if anyone had contacted the homeowner who attended the Budget Meeting in September, no Board Members could recall the person's name. Christina Bloomfield indicated that his name was Ryan Geddings, and she would reach out to him to see if he was still interested in serving on the Board.

Ms. Bloomfield asked Board Members if they had any other recommendations, and they responded they did not.

Meeting Schedule for 2024

The Board discussed that meetings would be on Wednesday in 2024 to start at 6:15 pm, and the following dates were chosen:

January 10th (virtual)

February 7th (in-person)

April 3rd (virtual)

June 5th (virtual) – Board wants a reconciliation at this meeting for 2022 and 2023 year-over-year with the 2024 variance report to date.

August 7th (in-person)

September 10th (in-person) with the budget meeting to be at 6:30 and the annual meeting at 7:00 pm.

November 6th (in-person)

December 4th (virtual)

COMMITTEE REPORT

ARC – There are two (2) open ARC pending approval. One for Fence at 2823 Southampton and 1676 Door Replacement. The Door Replacement is past due for approval. Dion James said he would go in that evening and approve these.

Welcome Committee – No new owners since last meeting.

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 up this month. 82 sessions, 170 views, and 74 total users. The website is up to date and up-to-current.

The Board asked that The CAM Team get the Holiday newsletter out now for the decorations contest.

Cari Andreani mentioned we should post a safety notice on the website about heavy traffic on College and asking homeowners to turn Right onto College versus left. The Board agreed that this would be a good idea. The CAM Team will add this.

RESIDENT'S FORUM

No homeowners attended the meeting.

Adjournment – A motion was made to adjourn the meeting at 6:43 pm; motion passed unanimously.

APPROVED VIRTUALLY 1-10-24
@3pm FOR D. JAMES