

**SOUTHAMPTON AT SALEM SPRINGS CONDOMINIUM ASSOCIATION  
BOARD OF DIRECTORS MEETING**

**MINUTES FOR DECEMBER 13, 2016**

The Southampton at Salem Springs Condominium Association meeting was held at Grace Community Church, 1725 Salem Road, Virginia Beach, Virginia on December 13, 2016. Members present were Debbie Burke, Mike Cory and Dana Pugh. Also present was Sherry Robinson of United Property Associates, Association Manager. Tom Amann and Sheela Cooper were not present.

There was proof of notice for this meeting (email sent)

4 Homeowners were in attendance:

Walter Doughtie  
Roger Bir  
Margaret Telesco  
Judy Estes

Debbie called the meeting to order at 6:30pm.

**Opening Home Owners Forum:**

Roger commented that Warwick looked at his roof and suggested that since our roof problems are increasing we should have all the roofs looked at and taken care of. Question on the guarantee on the roofs 20/25/30 years.

Walter suggested that the original roof not be covered but taken down so it could be done properly with enough flashing at least 8/10 inches up.

Margaret thanked Debbie for the painting of the fire hydrants and commented on the community participation with the holiday lights.

Debbie made a motion, seconded and passed unanimously to accept the minutes of November 15, 2016.

**Officers Reports:**

President: To report later

Vice President: Absent

Secretary: Absent

Treasurer: Income favorable YTD \$2,887. Net Cash Flow Positive by \$17,266.

Member at Large: Nothing

**Committee Reports:**

Architecture - Nothing

Landscape - Roger handed out a scope of work sheet for choosing landscapers. Bushes should be in place by the end of December on the North side...Debbie has already starting preparing the soil. Mike would like the South side also done as soon as possible.

Communications - absent

Pool - Solitude has ordered Mother Board for light in Pond for \$268 installed. Report given by Debbie.

**Management Report:**

Fire Hydrants complete, Pool contract signed in November, contacted Baskin (Property Insurance Agent) regarding our new policy that expires end of December to see if coverage and price remains the same.

**Old Business:**

2016 Reserve Projects: Sidewalk repair complete, Shrubs on North side to be completed 12/31/16 and omit Paint Power Poles.

Existing Contracts: Property Insurance expires 12/31/16. We want no auto renew on any contracts. Mr. Baskin will get back to Debbie in next day or two with premium.

Mike made a motion, seconded and passed unanimously to approve Property Insurance quote upon receipt if it falls within the scope of the 2017 budget.

CD renewal: Next CD due March 2017 which is with Union Federal.

Community Maintenance Audits: No bills to be paid to Warwick until a detailed list of work that needs to be done to the roofs is obtained.

Neighborhood Security: Homeowners are cooperating by leaving lights on at night. Light at pool on constantly.

BOD meeting day for 2017: Mike made a motion, seconded and passed unanimously to leave our meeting night as is on the second Tuesday of the month.

Add City sidewalk back to agenda for January 2017.

Debbie made a motion, seconded and passed unanimously to accept bid from Solitude for \$644.

**New Business:**

Debbie made a motion, seconded and passed unanimously to sign up with Desroches & Company for our Financial Audit for 2016.

**Closing Home Owners Forum:**

Judy asked why we can't get Fios in our community and it was explained that when community was built it was with Cox and any other companies will have to wire for their equipment.

Judy also asked about our coupon books only to find out that an introduction letter from CFM was sent over a week ago with that information. A few homeowners have not received that letter as of yet....Sheela will send an email to homeowners with that information and contact information.

Motion made, seconded and passed unanimously to adjourn meeting at 7:34pm.

**Respectfully submitted,**

**Margaret Telesco [Substitute recorder of the minutes for this meeting in Sheela Cooper's absence]**