

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

MINUTES FOR JUNE 16, 2016

The Southampton at Salem Springs Association was held at Grace Community Church, 1725 Salem Road, Virginia Beach, Virginia on June 16, 2016. Members present were Debbie Burks, Chris Lagey, Margaret Telesco, Mike Cory and Dana Pugh. Also present, Sherry Chapman of United Property Association, Association Manager.

There was proof of notice for this meeting.

5 Homeowners present.

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

Opening Home Forum: 6:30 to 6:45pm..Items discussed new mailing address letter, Appointment for Air Quality Inspection will take place next week for 1728, homeowner stated that Debbie's left all the trimmings from cut bushes all over sidewalk also Jennys never looked at grass that was burned from fertilization. Roger questioned lawyer fees from his administration and asked Sherry to check on an invoice that he feels was paid twice. He will email her all the information and figures he has on that charge. Asking for Investigative Report.

Margaret noted that City Sidewalk Repair request # was wrong...should read #1737957. Mike made a motion, seconded and passed unanimously to accept minutes with correction.

Officers Reports:

President: New lock installed on pool bathroom. Dominion says pole signs belong to us and Debbie and Sherry will get quotes to paint them.

Vice President: Nothing

Secretary: Nothing

Treasurer: Shortfall of \$3,465. YTD spending is favorable to budget by \$13,272.

Member at Large: Nothing

Committee Reports:

Architecture: Nothing

Landscape: Call into Debbie to see about the mulch. Question on why Debbie is not following the contract i.e. she was suppose to weed/round up 3 times in May and only did 2 times and only round up. What happened to weeping tree on left side of pool?

Communications: OK

Pool: Question on what happened to our 3rd umbrella...Sherry will ask Cara. New bathroom lock installed. Mike made a motion, seconded and passed unanimously to approve payment of \$50. for tables around pool to Margaret.

Nominating Committee: Committee met. 5 members running Debbie, Chris, Margaret, Mike, Dana, Tom Amann and Sheela Cooper.

Management Report: Sherry gave report noting correction on (Evans Construction) which should be JT Mitchell Construction and their bid would be \$3315 and Gary Evans bid is \$4180. Sherry will email us these 2 bids for Preventive/General Maintenance quarterly Inspections. Sherry will contact Ricks Concrete for a bid on Trip Sidewalks for inspection and bid.

Old Business:

2016 Reserve Projects: Crack Sealing in the fall, Sidewalk repair-we have 1 quote, waiting 2nd quote, Shrubs in the fall, Pool work-lining will be checked.

City Sidewalk Repair: Waiting for city to repair.

SASS "Social": Tentatively set for Sept 10, 2016. Chris will send out interest email. Hold for July.

Review ALL Upcoming "Existing Contracts": Suggested we alter contracts as to start spring work earlier so Mulch will be put down by May..will get new bids and review present contracts in 1/2017.

CD Renewal Status: Mike made a motion, seconded and passed unanimously to renew CD, expiring 6/26/16, at Bank of Hampton Road for a period of 59 months. Sherry was asked to get us a cover sheet for all CD's showing account numbers and interest earned. Debbie made a motion, seconded and passed unanimously to put Presidents and Treasurers names on all our CD's.

Community Maintenance Audits: See Managers Report. Hold til July.

Air Quality Inspection @1728 will be notified next week.

New Business:

Proxy Ballet Review: Sherry will send us copies of prior years ballots for our review..hold to vote til July.

Set Date for Annual Meeting: Mike made a motion, seconded and passed unanimously to schedule date for the same time frame as our Monthly Regular meeting August 9th, registraton 6pm, regular meeting 6:30pm, Annual meeting 7:15pm.

Fall Inspection Criteria: Hold

Update on UPA contract: Addendum signed to amend contract with UPA at a lower cost from 6/1/16 to 12/31/16.

Renters: Hospitality or Board member could welcome renters and see if they would like a copy of the Rules and Regs if they were not given one by the homeowner.

Rental request approval: Request goes thru the Board.

Closing Home Forum: 7:55pm to 8:03pm. Discussion on why violations are not discussed at regular meeting, do board members get violations?, price highlift to paint street signs and mailbox repairs.

Debbie made a motion, seconded and passed unanimously to adjourn Regular meeting at 8:04pm.

Debbie made a motion, seconded and passed unanimously to go to Executive Session at 8:05pm

Delinquencies and Remittance Report in order.

Violations were discussed and 1 violation will be addressed with homeowner.

Case #06162016A Mike made a motion, seconded and passed unanimously to send violations letter.

Case #06162016B was discussed and action will be taken.

Case #06162016C will get home visit.

Dana made motion, seconded and passed unanimously to adjourn Executive Session and return to Regular meeting at 8:37pm.

Mike made motion, seconded and passed unanimously to adjourn Regular meeting at 8:38pm.

Respectfully submitted,

Margaret Telesco, Secretary

Southampton Website: www.orgsites.com/va/southampton

