

Southampton at Salem Springs

Board of Directors Meeting

Tuesday June 12, 2018 6:30pm
Rosemont Forest Elementary School-Library

I. Call to Order at 6:32pm. Those board members in attendance were Sheela Cooper, Tom Amann, Roger Bir, Diego Londono and our management liaison Cathy Henley. Absent was Dana Pugh. Community members in attendance were Judy Estes, Jim & Gretchen Flynn, Margaret Telesco, Janelle Williams and Cindy Gray.

II. Home Owner's Forum: Nothing to report at this time.

III. Approval of Minutes: motion was made and seconded to accept the minutes of the May business meeting as written.

IV. Reports of Officer's & Committee's

1. President's Report: the community was the scene of shooting on Friday evening around 10:25pm. Details at this time are inconclusive as the police are still investigating.
2. Vice President's Report
3. Treasurer's Report: funding for different projects will be discussed by the board for final approval and implementation.
4. Member at Large: Absent
5. Secretary's Report: setting up a timeline to forward the meeting minutes (draft) to our management liaison.
6. Committee Reports: Nothing to report

V. Manager's Report:

FINANCIAL UPDATE — As of March 31, 2018 • BB&T - Operating Acct has a balance of \$36,398 • The year-to-date monthly actual expenses average out to \$11,967 and the monthly budgeted expense is \$11,974

ARCHITECTURAL STANDARDS • No applications received

MAINTENANCE UPDATE • Roof work was submitted to JG Evans since Warwick did not complete it. o 4445 SSW- contact info provided. o 4484 SSW-has required us to call ahead- Was told it was scheduled 4/25 then told it was Scheduling with them as been an issue, I currently have it scheduled for today (5/1) 4349 SSW- did not see any missing shingles upon inspection • Fountain has stopped working. The fountain is 11 years old and needs to be repaired or replaced. Replacement can be paid from Reserve funds. Repair would be paid from operating funds.

CURRENT AND ON-GOING PROJECTS • Tree trimming — Tarzan Tree Service proposal was accepted and is scheduled for July • Pool Cover — Tom Amann is attaining proposals

LANDSCAPING UPDATE • Shrub pruning • Mulch • Dead shrubs at 4437 — now reports two dead shrubs.

ADMINISTRATIVE UPDATE: • Owner Claim for leaks 4473 — plumbing leak and roof leak. Owner wants to file on SHSS policy for remediation. I will provide the email documentation for

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the rest of the board to review should this case go any further to a claim. • Approve minutes from May meeting • July-August meeting locations • Insurance seminar — Beskin suggested some dates in April (forward to BOD 3/15/18). I have requested new dates but not yet received response. Recommend hold until fall as meeting locations are unconfirmed for July-August. • Waste Industries renewal needs to be signed.

VI. Old Business:

1. Tarzan Tree Service – Update: a request was submitted by 1716 Springs Edge Court regarding four (4) full sized trees along the back fence portion of the property. The unit concern is the trees could cause significant damage to the residence during seasonal storms. A motion was made and seconded to have Tarzan Tree Service take a look at the situation. Pictures of the trees will be taken and forwarded to the management liaison for further evaluation.
2. Rules & Regulations – currently the R&R are with the treasurer for his review and input. The secretary recommended verbiage be added giving the BoD the authority to levy fines against individuals who repeatedly violate the association Rules & Regulations. The recommendation is under advisement.
3. Pool Cover: the motion was made and seconded to accept the replacement proposal from Pools Etc, Inc. The product comes with a 15-year warranty. Final price was \$2,900.

VII. New Business:

1. Business Meeting Sites for Jul/Aug: the board decided to hold the Jul/Aug meetings at the community pool.
2. Remind community about unauthorized alterations (i.e. satellite dish).
3. GET Engineering Report: the basis of the GET engineering report is the ground settling under driveways/sidewalks. Additionally, GET stated had the ground been properly vetted during construction, the problem would not have occurred.
4. Additional leaks in Pool/Pump Room: per our management liaison, the leaks have been fixed and necessary repairs to the walls have been accomplished.
5. Pool passes (policy) Open/Closing responsibility: standard policy is one pass per unit. Guests need to be accompanied by the home owner. Right now, the pool maintenance company opens the pool with Tom Amann closing at night. No set schedule was discussed.
6. Landscape concerns: bush replacement, mulch: discussion centered around having Hunt Landscape come out and reassess the community bushes. The recommendation was made and accepted to have the landscape company mulch in June as opposed to the contract proposed date of April. The management liaison will contact the company and see when services will be rendered.
7. Fence replacement within the community: a couple of units (4445/4449 SSW) have joined efforts and will replace their fence together. The president has contacted Lowes and it appears if other units decided to replace their fence at the same time...a discount may be possible. It was also recommended that boards being replaced which are still in good shape, be kept to use as replacement parts for other fences.
8. Duck problems at the pool.
9. Fountain repair/replacement: the current maintenance company, Solitude Lake Management, submitted a proposal to replace the existing fountain equipment. After

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discussion by members of the board, a motion was made and seconded to accept the bid for a total of \$6,376.00

VIII. Closing Home Owner Forum:

Judy Estes voiced concern over the appearance of the community entry way (which states Southampton at Salem Springs) and in particular the wood fencing on top of the bricks. The president stated H&B Services had been contacted about power washing and will be asked to evaluate the condition of the wood to ascertain if painting is needed as well. Judy also asked about the possibility of community self-help projects. These projects would be to help improve the overall appearance of the grounds as a cost savings measure. Judy and Margaret Telesco volunteered to print the community pool passes in 2019. The gesture was warmly received and the president offered her thanks on behalf of the board.

IX. Meeting Adjournment: 7:40pm

X. Executive Session: commenced at 7:46pm

XI. Adjournment: 8:01pm

NEXT COMMUNITY BUSINESS MEETING: 10 JULY 2018, 6:30PM, COMMUNITY POOL