

Southampton at Salem Springs
Board of Directors Meeting
13 March 2018

Call to Order: 6:32pm

Community members present were: Margaret Telesco, Janelle Williams, Mr. & Mrs. Danny Adams and Judy Estes. Board members present were Sheela Cooper, Tom Amann, Dana Pugh and management liaison Cathy Henley. Diego Londono was absent.

Opening Home Owner's Forum: Judy Estes provided a copy of the neighborhood flyer for the garage sale. Discussions centered around where association members can set up their tables for the garage sale. Judy also stated appropriate signs would be posted in and around the front entry area. She specified that the handbills would be posted individually and with each resident. Judy also asked an e-mail be sent to the community as well. Janelle Williams provided an update of bushes on their property which were recently replaced.

Approval of Minutes: motion made and seconded to approve the February 2018 business meeting minutes.

Reports of Officers:

President: John Robertson states he may have a copy of the association grounds, which contains all water/electrical placement.

Vice President: NSTR

Treasurer: (from Tom Amann) discussion on an association CD which comes dues on 16 March 18. Three options were discussed 13 month at 1.54%, 30 month at 1.84% and 52 month at 1.99%. A motion was made and seconded to accept the 30 month option.

Secretary: discussed damage to the community from the recent wind storm. Several repairs have been initiated/completed. 4349 SSW stated the possibility of damage to roof shingles. Cathy Henley will contact the Warwick Co to initiate a service call to ascertain damage.

Member at Large: has not heard back from the city of Virginia Beach regarding the ditch on the south side of the community. To remove the stump at 4313 SSW, the cost is \$140.00. To replace the tree, a 6-foot coral-red crepe myrtle was recommended and agreed upon. Cost of the replaced tree is \$180.00. The total price for remove/replace is \$320. The motion was made and seconded to approve the request.

Committees:

Architecture: Nothing Significant To Report (NSTR)

Communications: NSTR

Landscape: NSTR

Pool: NSTR

Manager's Report:

- February agenda
- Draft of minutes from January 2018 meeting of the Board of Directors

- December financial reports: Balance sheet, Income/Expense Report, Aged Owner Balance, Prepays, and Cash Disbursement
- Collections Report
- HRSD payment history

Available Upon Request:

- Correspondence with owners; violation letters, 15-Day Demands
- Internal Reports: Inspection Log, Action Items List

Financial Update: As of February 28, 2018

- BB&T - Operating Acct has \$27,447.
- VB Public Utilities request still pending

Architectural Standards:

- No applications received

Maintenance Update:

- Mailbox repairs from wind storm
- CertaPro has been asked to do another coat and repair mailbox better before the invoice is paid

Current & On-Going Projects:

- Tree trimming – Three large trees behind 4309 and 4305 Salem Springs Way have limbs encroaching on the buildings. These trees are located on Seasons at Salem property in the wooded section. Proposals have been requested from Tarzan, Nuckols and Smith's. Management of Seasons has been notified that we are seeking proposals to limb back their trees.

Landscaping Update:

- Townscapes contract negotiation underway

Administrative Update:

- Approve minutes from February meeting
- Tax return ready for signature
- Approval of Townscapes contract
- Waste Industries renewal

Old Business:

1. Extension of Open Pool Season: tabled until the June 2018 business meeting.
2. Insurance Seminar for Community: still under discussion.
3. Sign Posts: repairs are completed. Item closed.

New Business:

1. Tree trimming at 4301 SSW: bids are being sent out.
2. Civil Engineering Survey for 4340 SSW. Discussion centered around having our management liaison check with her contacts regarding the situation and get back to the board with pricing/information. A motion was made and seconded to have Townscapes come out and assess the damage and make a recommendation to rectify the problem.

3. Amendment to Rules & Reg's (pet size/breed): a review of the current rules & regulations will be conducted by the secretary. All updates/changes will be forwarded to the board for final review and vote.
4. Wind damage to the community: see secretary's notes.
5. Landscape Contracts – Town Scape: the motion was made and seconded to accept the rewritten contract with Townscapes. There were three votes in favor and one against.
6. Association Water Bill – Analysis: covered during manager's report.

Closing Home Owners Forum: Judy Estes voiced concern that community members are not a part of the committee with regards to the rewrite of the rules & regulations. The member at large stated the community will have a voice as to the contents. Margaret Telesco voiced an opinion as to whether not all association owners have e-mail addresses with the Board.

From our management liaison the following regarding additional state taxes. Virginia state tax owed is \$118.00 based upon income of \$2,008.00. A check will be drawn up on behalf of the association and signed by the board president. This needs to be accomplished before 15 March 2018.

Adjournment: 8:02pm

Executive Session: commenced at 8:02pm

Adjournment: at 8:26pm

The next SASS Board Meeting, 10 April 2018, 6:30pm at the Rosemont-Forest Elementary School, 1716 Grey Friars Chase, Virginia Beach, VA. Visit the Southampton Web site: www.orgsites.com/va/southampton