

Southampton at Salem Springs

Board of Directors Meeting

Tuesday 11 September, 2018 6:30pm
4344 Salem Springs Way – Southampton at Salem Springs

I. Call to Order by president at 6:30pm. In attendance were Margaret Telesco (president), Tom Amann (vice president) Judy (treasurer), Roger Bir (secretary), Dave Hill (member at large), Chuck Halman (management liaison) association members Joe Miklos, Jim Flynn, Sam Snapp, Sheela Cooper, Dana Pugh, Charlene Darrow, Audrey Skutnick, The Londono's and Janelle Williams. After introductions, Chuck Halman introduced himself as our new manager liaison and provided some background information as to his expertise.

II. Home Owner's Forum: Audrey voiced concern about homeowner responsibility for the outside cleaning specifically sidewalks and driveways. Jim Flynn voiced concerns about insurance coverage, the difference between condo insurance and flood insurance. Sam Snapp echoed Audrey's concerns about ownership of driveways and sidewalks and overall responsibility.

III. Approval of Minutes: were not required due to annual business meeting.

IV. Reports of Officer's & Committee's

1. President's Report: NSTR
2. Vice President's Report: NSTR
3. Treasurer's Report: requested to schedule a sit down with management liaison to discuss association financials.
4. Member at Large: NSTR
5. Secretary's Report: discussion centered around the following: should the renters be included on the community e-mail listing.
6. Committee Reports: Margaret Telesco-Landscape, Roger Bir-communications, Tom Amann-pool, Dave Hill-architecture, Judy-working on "welcome wagon" package.

V. Manager's Report:

FINANCIAL UPDATE – As of August 31, 2018

- BB&T - Operating Acct has a balance of \$43,761.33
- The year-to-date monthly actual expenses average out to \$20,703 and the monthly budgeted expense is \$23,172, so we are operating in the black

ARCHITECTURAL STANDARDS

- Notice sent to regarding a structure/apparatus which exceeds the height of the fence

MAINTENANCE UPDATE

- JG Evans, waiting on proposal for 1616 Springwater gutter repair
- Fountain update: As of 7/6/18 "We have ordered the fountain pump, but the manufacturer is a little slower than normal this time of year with estimated ship times 3-4 weeks out. We are likely looking at the end of the month for install."

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- Pools Etc. 3 Proposals submitted Aug. 10, 2018: Maintenance agreement for 2019, Installation of Complete Pool Salt System and removal and replacing Fiberglass surface of pool, brick coping and waterline tile.
- Pools Etc. was contacted about the pool cover installation and 1 missing anchor.

CURRENT AND ON-GOING PROJECTS

- Tree trimming – Alex from Tarzan Tree Service inspected the entire community and sent a proposal for pruning in the spring of 2019.

LANDSCAPING UPDATE

- Defer to October business meeting

ADMINISTRATIVE UPDATE:

- Approve minutes from Annual meeting
- New signature cards for Board

VI. Old Business:

1. 4473 SSW: Final Adjuster's Report
2. Front Entry Way: clean & paint – Light – curb repair – Update * awaiting on a date from McKowen as to when they'll start the clean and paint. Light: it's a solar panel light, possible new battery needed. Curb repair: will resend pictures of needed repair to management liaison.
3. Crepe Myrtle Maintenance: Update * Completed by Hunt Landscape
4. Pool: Gate Repairs: check for initial repairs is on hold, repairs are incomplete. Countertop repair: should be handled by Evans. Do we repair or replace? Cover: a tie down spring is missing. Also, full payment is it needed or have we paid 50%*
5. Tarzan Tree Service: Update * Note: for now all remaining trees look very healthy and well maintained.
6. Mailbox Flags: it was decided each individual unit owner would be responsible to paint their mailbox flags. Recommended color is "Gloss Apple Red" (spray can).
7. Insurance Seminar Date: a date is yet to be determined.

VII. New Business:

1. Excess Funds – Transfer to Reserve
2. Bush Replacement (pool & units) - Update & Timeline *
3. French Drain Proposal for 4340 SSW and rest of community
4. Pool: Extension of current season – Overall capacity enforcement: it was decided the board will review extending the community pool season over the winter and a decision will coincide with the budget for 2019.
5. Welcome Basket for new members to the community: Judy has volunteered to handle the project. Associated fee's were discussed with Roger Bir voicing support the cost should be absorbed by the Board. Final decision is pending.

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6. October dates for community inspection: the inspection will take place on 20 Oct 2018 at 9am
7. Renters e-mail

* Items from the August business meeting which were partially discussed but not completed due to inclement weather.

VIII. Closing Home Owner Forum: Sam Snapp voiced alarm about the landscapers and how they seem to tear up the grounds (after a rain) while mowing. The previous landscape company would contact the association to ascertain whether or not the grounds were dry enough to be mowed. If the grounds were saturated, the landscaper would wait until the following week to mow. Sam also felt the Board needs to enforce the community rules and regulations, especially with regards to the community pool. Dana Pugh requested a status update regarding the clean up associated with the creek on the community's south side. Responsibility for said action is with the City of Virginia Beach and the board will look into the matter and report back to the community.

IX. Adjournment: 8:10pm

X. Executive Session: discussion as to check signing responsibility, violations of rules and regulations within the community and a follow on dialogue regarding the sending of violation letters.

XI. Adjournment: 8:32pm

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**NEXT BOARD MEETING IS SCHEDULED FOR 9 OCTOBER 2018 AT THE
ROSEMONT ELEMENTARY SCHOOL (LIBRARY), 1257 ROSEMONT ROAD,
VIRGINIA BEACH, VA.**

ACCEPTED