

Southampton at Salem Springs

Board of Directors Meeting

14 November 2017

The Southampton at Salem Springs Condominium Association meeting was held at Rosemont Forest Elementary School, 1716 Grey Friars Chase, Virginia Beach, Virginia on November 14, 2017. Members present were Dana Pugh, Sheela Cooper, Tom Amann and Diego Londono. Also present was Cathy Henley of the Community First Management, Property Manager. Roger Bir was not present.

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

There were seven Homeowners in attendance:

- 1) Joe Miklos
- 2) Maggie Telesco
- 3) Jim and Gretchen Flynn
- 4) Micah Wallin and Zhen Zhen Zhao
- 5) Judy Estes

The meeting was called to order at 6:35 pm by Sheela Cooper. New homeowners were welcomed to the community and thanked for attending the meeting.

The October 2017 minutes were approved unanimously by the Board.

Opening Homeowners' Forum:

1. Joe Miklos mentioned that he did not receive the meeting notice via email. Sheela said that she would mention it to Roger.
2. Judy suggested that we have a community yard sale in April or May.

Officer Reports:

President: Reminders to residents to pick up all pet waste and slow down while driving in the neighborhood. The speed limit is 10 mph.

Vice President: Nothing to report

Secretary: Absent

Treasurer: existing CDs need to be renewed in March 2018. The budget for 2018 needs to be approved soon.

Member at Large: Hunt's landscaping submitted the plans/proposal for the new plants for the South side of the community. It is higher than the budgeted \$6,0000 from year (\$9,100.50). Today they replaced dead plants under warranty (no cost to us) on the North side of the community. Tom Amann made a motion to accept the Hunt's proposal and proceed with the shrub plantings. Sheela seconded the motion. The motion passed unanimously. Dana will contact Hunt's to proceed with the planting, which should commence in early December. Conrad Brothers (contractor) will be coming to assess the sinkhole on the North side tomorrow (15 November 2017)

Committee Reports:

There were no committee reports.

Management Report:

Current and ongoing projects:

1. Mailboxes: still haven't heard back from the contractor on whether a second coat of paint was applied.
2. Received a bid from First Colonial Landscaping
3. Townscapes Landscaping will be on the property on Thursday (16 November 2017) to assess for bidding.
4. Budget needs to be approved once the landscaper is chosen.

Old Business:

1. Condominium documents review-the attorney fee for reviewing our existing docs is \$315/hour. It will probably cost about \$3,000 just for the review. Any recommendations and changes from them will be an additional cost. The Board would like to have the review done, but will need to review the budget to make sure that we have the money to do it.
2. The lamppost at the exit to the community belongs to the Association, not Dominion Electric. We are therefore responsible for the lightbulb change.

New Business:

1. In the New Year, it would be beneficial to have an insurance seminar for all homeowners with the new master policy agent. This will be especially helpful to our new residents.

Closing Homeowner's Forum:

1. No comments.

Meeting adjourned to Executive Session. Executive Session was adjourned at 8:15 pm.

Meeting minutes recorded by Sheela Cooper, President (in Roger Bir's absence)