

# DRAFT

## Southampton at Salem Springs Condominium Board Meeting at Grace Community Church August 3, 2010

**Board Members Present:** Michael Cory, Michael Marino, George Little, and Debbie Burks

**Absent:** Beth Byrum

**Community Group Rep:** Dan McAteer

**Community Residents Present:**

H. Nix 4469 SSW

Walt Jones 1609 SWC

J. Ray 4416 SSW

Walter & Ruby Doughtie 4428 SSW

Jack & Polly Prusch

Gary & Janelle Williams 4313 SSW

Helen Pichardo 4308 SSW

Audrey Skutnik 4349 SSW

Sam & Juline Snapp 4449 SSW

Jeffery A. Miller 1608 SWC

Eddie Zapata 1609 SWC

Mike Cory called the meeting to order at 6:30 p.m. The Board went into Executive Session to determine officers for the 2010-2011 Condo Association Board. After the Executive Session, Michael Cory announced the officers for 2010-2011:

President: Debbie Burks

Vice President: Michael Marino

Treasurer: Michael Cory

Secretary: George Little

At Large: Beth Byrum

**Secretary's report:** George Little summarized the minutes of the June meeting. Mike Cory made a motion to accept the minutes as presented. Motion was seconded by Mike Marino and approved by the Board of Directors (BOD).

**Treasurer's Report:** Mike Cory plans to provide pie charts of the annual budget for the homeowners. He reported we have \$1,119.19 favorable in July; \$4,709 unfavorable YTD (almost the entire amount in building & maintenance) with \$119,185 on hand. George Little made a motion to accept the Treasurer's report. Motion was seconded by Mike Marino and approved as presented.

**Homeowner's Forum:**

- Sam Snapp asked when the reserve study was done and are we on track. Dan said the Reserve Study was done last year and are on track with some changes made by the BOD.
- Sam Snapp said there are cracks in the asphalt and we need to have someone look at them and have them sealed or repaired. Dan will get someone to look at the asphalt in the community.
- Audrey Skutik has not received the minutes for several months and would like to get them.

# DRAFT

**Architectural & Pool Committee:** Nothing to report.

**Landscape Committee:** Mike Marino had nothing to report.

**Communications Committee:** Charlie Bruggemann is updating the web site.

**Management Group Report:** Dan reported:

- There are two more units on the lease list. We have 10 on the list.
- Received bids related to Termite Policy.
- Received bids for gutter guards.
- Received a proposal for pruning trees on north side of community.
- Need to do quite a bit of planting for fall.

**Old Business:**

- **Termite contract status;** Nothing has been approved. Waiting for a bid from Forrest. Debbie recommended a committee to address estimates/quotes, concerns of homeowners and what is really required. Committee: George Little, Sam Snapp, Jack Prusch, and Walter Doughtie.
- **Mailbox status update:** Eddie Zapata mailed Beth the catalog. Committee needs to get together to determine what they may want to get. Jack Prusch asked if we can just get replacement scrolls. Mike C. said we have two problems: One is structural and the second is damage to the box proper that cannot be fixed. Eddie has ordered a catalog. This will be addressed at the next meeting.
- **Fence painting walk-around review for BOD action:** Letters were sent to homeowners for fences that were not painted (22 units out of 78 were not painted). Mike C., Debbie, George, and Mike M. will meet at the pool on August 28 at 4:00 p.m. to do another walk-around. Those fences that have not been painted will be painted (on the outside) and charged to the homeowner.
- **Spring walk around non-conformance issues status:** Some homeowners received the second and third notice of non-compliance. Dan recommended having violation hearings. Mike C. made a motion to bring the information to the September meeting and going into Executive Session for a decision. Motion was seconded by George Little and approved by the BOD.
- **Tree-Trimming along north property boundary:** There has already been damage to a unit from tree limbs falling on the roof. Dan recommended having the trees trimmed and received a proposal for \$945 to have multiple trees hanging over Southampton property pruned 7-8 feet from the roofline.
- **Gutter Screens:** Dragas installed gutter screens on the tree side of units on the north boundary. Dan received a proposal from Evans Construction for just under \$2,000 for gutter guards on the street side of six buildings on the north side of the community. BOD will leave it up to the individual homeowners to have them installed.

**New Business:**

- **Establish working committees and BOD Liaisons:**
  - o Architectural & Pool Committee: Beth Byrum (BOD Liaison), Mike Cory, George Little.
  - o Landscape Committee: Mike Marino (BOD Liaison), Sam Snapp, and Dana Pugh.

# DRAFT

- Communications Committee: George Little (BOD Liaison), Debbie Burks, and Charlie Bruggemann.
- **Review of SASS Insurance Policy:** Beth is in the process of setting up a meeting for homeowners. George recommended having an adjuster also attend. Notice will be sent out with the date and time.
- **Web Page Updating:** George Little will talk to Charlie Bruggemann. Web site for Southampton is <http://www.orgsites.com/va/southampton/>.
- **Meeting Minutes “distribution”:** Minutes will be emailed to the homeowners and posted on the web site.
- **Window warranty unit approach:** Debbie will call MI windows.
- **“Dips” Holes in lawn:** Question was asked: Why do they use the large riding mowers for some lawns and push mowers for others? They are making a lot of ruts in the lawns. Eddie Zapata said he has bushes that have died and need to be replaced. This will be added to new business for next month.

Mike Cory made a motion to adjourn. Motion was seconded by George Little. Meeting was adjourned at 8:25 p.m.

Judy Warren  
Recording Secretary  
Southampton at Salem Springs