

DRAFT

Southampton at Salem Springs Condominium Association Board of Director's Meeting

Minutes for April 5, 2011

Southampton at Salem Springs Condominium Association Board of Director's Meeting was held at Grace Community Church, 1725 Salem Road, Virginia Beach, VA on April 5, 2011.

Members present: Mike Marino, George Little, and Beth Byrum. Mike Cory resigned as of March 29, 2011. Also present, Kerry Laughlin of United Property Associates, Association Manager.

Call to Order:

The Meeting was called to order at 6:40 p.m.

Homeowners Forum:

- Discussion of mailboxes and the status of repairing the mailboxes that were knocked down. Waste Industries agreed to replace them. A motion was made by Beth, seconded by George Little and carried unanimously, to have Kerry get the mailboxes fixed as soon as possible and look into a company to fix mailboxes.
- Discussion of benches for the pond.
- Utility is offering \$3.25 to cover the waste line from the house to the street. Question was asked if the association would pay for it. Kerry said it would be each homeowner's responsibility.

Reading of Minutes:

A motion was made by George Little, seconded by Beth, and carried unanimously to waive the reading of the minutes for March 1, 2011 and accept the minutes as written.

Treasurer's Report: Will be included with the Management Report.

Committee Reports:

Architectural and Pool Committee (Beth): Benches around the pond was addressed in the Homeowners' Forum.

Landscape Committee (Mike M.): Basnight replaced 69 bushes at no cost and 12 additional bushes. The diseased tree stump has been removed and replaced with an 8 foot crepe myrtle. Basnight is going to treat the north side of the community.

Communications Committee (George): Nothing to report.

Manager's Report Kerry Laughlin)

- Financials: All accounts have been transferred to Towne Bank except two CDs held at Old Pointe Bank. Funds have been deposited for the Operating Reserve and Replacement Reserve to bring deposit totals in line with budgeted amounts. Due to the large amount

sitting in the Operating account, Management suggested transferring \$25,000 to the Operating Reserve.

- Under budget on a lot of categories, but there is a large concern with water usage. Kerry suggested the Association may want to consider sub-metering the units so everyone pays for their water usage. The association would pay the master bill and homeowners would pay their share to the Association.
- Received proposals for the landscaping from Basnight, Aviator, James River, and Valleycrest. James River and Basnight were the most competitive. Kerry recommended staying with Basnight.
- Noticed some plants were overlooked and were replaced for \$175. There are five bushes that a homeowner feels should be replaced. Cost is approximately \$125.
- Pool: Valves are malfunctioning and will cost approximately \$800 to replace them. The salt chlorinator is not an emergency, but the cost is a bit high (\$2200 estimate). Must be a board decision.
- Waiting for a proposal from Evans Construction to repair the underpinning on some units.
- Waste Industries contract was renegotiated with a 10% cap on fuel and reduced the contract to save about \$500 per month.
- FHA Loan approval is something the board needs to consider. Southampton's current certification is good until the end of September.

Unfinished Business:

- Rules and Regulations Review Committee changes will be submitted to the Board next month.
- Mailboxes: included in homeowners' forum.
- Rental Units agreements: Will be included with the Rules and Regulations Review.
- Evans Repair Status: Waiting to hear from Evans.

New Business:

- Landscape contract: Motion was made by George, seconded by Beth, and unanimously carried to continue with Basnight.
- Pond Benches: Motion was made by Beth, seconded by George, and unanimously carried to purchase two benches with backs around the pond not to exceed \$2,000.

Motion was made by George, seconded by Beth, and unanimously carried to not meet in May and reconvene in June.

Motion was made by Beth, seconded by George, and unanimously carried to replace valves in the pool for \$800 and defer the salt chlorinator to another time to do more research before approving.

Motion was made by George, seconded by Beth, to go into Executive Session at 8:00 p.m.

Motion made by George, seconded by Beth, to go into regular session at 8:25 p.m.

Motion was made by George, seconded by Beth, and unanimously carried to authorize United Property Associates for acceleration of delinquent fees.

Motion was made by George, seconded by Beth, to adjourn the meeting.

Meeting Adjournment: Meeting adjourned at 8:35 p.m.

Respectfully submitted,

Judy Warren
Recording Secretary

There will not be a meeting in May.

**Next meeting will be
Tuesday, June 7, 2011
6:30 p.m. at Grace Community Church**