

DRAFT

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

Minutes for September 6, 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 September 6, 2011. Members present: Beth Byrum, Gary Williams, Debbie Burks, Charlene Davis, and Dana Pugh. Also present, Kerry Laughlin of United Property Associates, Association Manager.

Call to Order:

The Meeting was called to order at 6:30 p.m.

Homeowners Forum:

- Insurance issues and coverage. Individual's insurance company said there is no policy where a condo can be insured by the homeowner and just the roof is covered by the master policy. Gary recommended having a lawyer interpret the condo documents regarding insurance coverage and maintenance.
- Individual water meters: Concerns about going to the expense of adding individual meters and additional bills for the homeowners, as well as difficulty selling the units.
- FHA Renewal and status of update. Will be addressed later.
- Maintenance: According to the documents, the Association is to maintain all common elements. Homeowner asked if the area down the bank to the marsh in back of the community can be cleaned. Beth said the board will look into it and asked Dana to look into the cost.

Reading of Minutes: Gary moved, seconded by Debbie, to accept the minutes of the June 7 meeting as written. Motion was unanimously carried by the Board.

Treasurer's Report: As of the end of July:

- Total income: \$13,624.89; Total expenses: \$25,408.98; Net income: (\$11,784.09)
- Year to date Income: \$122,723.91; Expenses: \$146,371.06; Net Income: (\$23,647.15)

Total cash on hand is \$145,948.25. Debbie moved to accept the Treasurer's report, seconded by Dana, and carried by the Board.

Committee Reports: Beth said it is imperative that homeowners talk to board members when they have issues, so the Board can research, get answers, and add them as agenda items for the next meeting.

Architectural and Pool Committee (Gary):

- After receiving a pool violation from the city, Gary has volunteered to check the water next summer on the days that the pool people are not here.
- Mailboxes are in order except for a bracket on one. Gary can repair it.

Landscape Committee (Dana):

- She checked with Basnight on cleaning and removing the debris at the back and side of the community. Basnight said it would take approximately 3 days at \$1500 per day.
- There have been complaints about grass that is burned in areas around the community. Do not know what is causing it, but Basnight usually reseeds in the fall.

Communications Committee (Debbie): No report.

Hospitality Committee (Charlene): Being established as a “welcoming” committee.

Management Report (Kerry Laughlin)

- Provided a copy of the 2012 proposed budget to the Board.
- Received proposals from Aquatic Resource Management (ARM) and Solitude Lake Management. ARM is the one that has been doing maintenance as needed. There are minor differences in the proposals. Gary made a motion, seconded by Debbie, to stay with ARM for the fountain and pond maintenance, and unanimously carried by the board. Motion was amended for “without trash pickup.”
- Pool, Etc. submitted two proposals: (1) 2011-2012 Winter Pool Checks for \$80 per visit and (2) 2012 Pool Season for \$4,282 for the season. Charlene moved to accept the maintenance for the 2012 pool season. Motion was seconded by Debbie and unanimously carried by the board. Gary made a motion, seconded by Dana, not to contract for the Winter Pool Check. Motion unanimously approved by the board.
- Underpinning for six or seven units: These repairs fall under the homeowners’ responsibility, but was deferred from previous meetings. Evans’ quote for the repairs is \$380 per unit. Gary made a motion, seconded by Charlene, to table it until next month after the condo documents are reviewed by the attorney. Motion unanimously approved by the board.
- FHA Loan approval: Management placed the calls, but hasn’t heard from them yet. It is cheaper to renew instead of starting from scratch. Beth provided a point of contact. Gary made a motion, seconded by Debbie, to follow up with the FHA recertification. Motion unanimously carried. Kerry will follow up.

Unfinished Business:

- Benches around the Pond: After some discussion, Gary made a motion to forget the benches. Motion was seconded by Debbie, and unanimously carried by the board.
- Board meeting schedule: Recommendation was to consider having meetings every two months. The board decided there would be no change to the meeting schedule.
- 2012 Proposed budget: Beth will call a special board meeting to discuss the proposed budget (proposed budget to be adopted at the November meeting).
- Visitor & Guest Parking: There have been complaints about parking at the pool, especially on the north side, during the summer and on holidays. The Board asks that homeowners be courteous and use their driveways instead of parking at the pool, especially during the summer and on holidays.

New Business: Gary made a motion to take the condo documents to the attorney for a valid interpretation of what is covered by the homeowners and the association regarding insurance and maintenance. Motion was seconded by Charlene and unanimously carried by the board. Gary volunteered to call and set up the appointment.

Debbie made a motion, seconded by Dana, to adjourn. Meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Judy Warren
Recording Secretary

Southampton Website: www.orgsites.com/va/southampton/

NEXT MEETING
Tuesday, October 4, 2011 at
6:30 p.m. at Grace Community Church