

DRAFT

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

Minutes for June 5, 2012

Southampton at Salem Springs Condominium Association Board of Director's Meeting was held at Grace Community Church, 1725 Salem Road, Virginia Beach, VA on June 5, 2012. Members present: Beth Byrum, Gary Williams, Dana Pugh, Nichola Beltz, and Debbie Burks. Also present, Kerry Laughlin of United Property Associates, Association Manager.

Prior to calling the meeting to order, Beth said the Homeowners' Forum will be held at the end of the meeting, and that homeowners will not be allowed to speak during the business meeting. She also announced that the letters that were issued will be rescinded, and Kerry (UPA Association Manager) will be conducting the normal walk-through. Gary William verbally resigned effective immediately.

Call to Order:

The Meeting was called to order at 6:35 p.m.

Reading and acceptance of Minutes: A motion was made by Dana, seconded by Debbie, and carried to accept the minutes of the May 1, 2012 minutes as written.

Treasurer's Report: Nichola made a motion, seconded by Dana and carried by the Board, to accept the Treasurer's report as written.

Committee Reports:

- Architectural & Pool Committee: Debbie placed solar lights at the front entrance by the sign and three others that are around the pond.
- Landscape Committee: Dana received plans for the front entrance, but no pictures of any plants. Beth recommended holding off until the new board comes in to make the decision on what plants they want planted. We need more specifics on what type of annuals, and how much it will cost. Also, we need to have soil samples checked in the neighborhood.

A motion was made by Dana, seconded by Nichola and carried by the Board, to approve having soil samples taken throughout the neighborhood.

- Communications: Debbie thanked everyone for participating in the Memorial Day get together at the pool. We will be planning other events.

Management Report (Kerry Laughlin):

- There is a drainage problem at one unit, and there are problems at other units. Kerry requested quotes from Evans Construction and Atlantic Services to install a French drain.
- Waiting for a quote for removing the River Birch.
- Street lights are still an issue. Following up on status.

Unfinished Business:

- Recent Board Violation Inspection: All letters are being rescinded, so there is no record of a letter. Although the letters are rescinded, Kerry will be conducting normal inspections and, if there are issues, letters will be given.
- Entry/Pond Lighting: Solar lights were placed at the sign at the front entrance and three others were placed around the pond.
- Planter & Pot Rule: Changing the rules requires approval by 2/3 of the homeowners.
- Pool Security Issue: Make sure you have your pool passes with you when you go to the pool.

New Business:

- Annual Meeting: Beth will check to see if the Church is available on July 10. Will ask for input from homeowners during the Home Owners Forum.
- Nominating Committee: Need three people that are not on the Board to serve on the nominating committee. Will ask for volunteers during the Home Owners Forum.
- Roof Inspections: There have been a couple of recent issues regarding the collars around the vents on the roofs. Kerry recommended having Evans Construction inspect them.

Nichola made a motion, seconded by Dana and carried by the Board, to have Evans construction come out and inspect the roofs.

- Home Owner Conduct Form: Kerry discussed a form used by associations laying out the rules for the home owner's forum and recommended the Board adopt the form. The board decided to see how the next few meetings go before making a decision on using the form. If necessary, the board will revisit it.

Home Owners Forum:

- Thanked everyone for the Memorial Day get-together.
- The only way to take care of the River Birch is to cut it down.
- Received a letter about the roof. Don't understand the roof issue (4309 SWC). When Kerry goes out on a walk-through, he will take a look at it.
- Concern about the tree covering the street light at 1612 SWC.
- Potted plants need to be planted in the mulched beds.
- Is the size of the Board large enough? Kerry said the documents say there should be 3-5 people on the board.
- There are drainage problems throughout the community. The French drain has worked great.
- Was there any money held back from the previous landscape contract to cover the damage that the previous landscaper did to the fences? Kerry said no. Unless they have eye witnesses that they damaged the fences, they will not pay.

- Can lights be changed to a light that doesn't attract spiders and bugs? Some people use the yellow bug lights on their units, but the street lights are under Dominion Power and there is no known special light for them.
- No one has mentioned it, but the shutters need to be repainted. What kind of paint do we need? The paints are listed on the web site.
- Need three people to serve on nominating committee to ask people to serve on the board. Volunteers: Maggie Telesco, Chris Lagey, and Janice Sadler.
- Homeowners were asked if July 10 was okay for the Annual Meeting. Majority said yes.

Dana made a motion, seconded by Debbie, to go into Executive Session at 8:20 p.m.

Executive Session ended at 8:35 p.m.

The board voted on three cases discussed in Executive Session:

- Case I: Approved
- Case II: Rejected
- Case III: Rejected.

Meeting adjourned at 8:41 p.m.

Respectfully submitted,

Judy Warren
Recording Secretary

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