

DRAFT

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

Minutes for March 13, 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 March 13, 2012. Members present: Beth Byrum, Gary Williams, Dana Pugh, and Debbie Burks. 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:

What happened to the fountain? Kerry said it was being worked on. Gary asked if it was still under warranty. Kerry will check.

Has anyone asked about adding street lights at the entrance? This will be discussed later in the meeting.

With the new construction on the North side, has there been any mention of them using out pool? No. The pool is for Southampton residents only.

Reading of Minutes: A motion was made by Gary, seconded by Debbie, and carried unanimously to waive the reading of the minutes for January 3, 2012 and acceptance of the minutes as written.

Officer Reports: Beth requested that anyone interested in taking the Treasurer's position, please let the Board know.

Committee Reports:

Landscape Committee: Dana said the Landscape Committee is Debbie Burks, Sam Snapp, Cindy Moynihan, and Sheela Cooper.

Communications: Debbie Burks apologized for not getting the agenda sent out to homeowners, but she will send it out for next month's meeting.

Management Report:

- Year to date income for 2011 is approximately \$15,492 above budget due to owners paying their dues in advance and CD interest income. Most categories are in line with the expected budget, except in three categories: (1) Utilities line is over by approximately \$7,527 due to increases in water charges and the 2011 budget being underfunded. (2) Maintenance line is under budget by approximately \$9,000 due to the Lawn Contract line

and the General Building line being lower than expected; and (3) Replacement Reserves remain over budget due to \$30,000 transferred in 2011.

- The January 2012 overage in Admin category is due to initial insurance policy payment, which is a large percentage, and will come back in line as the year progresses.
- The 2011 taxes have been completed and filed.
- Management contacted Basnight regarding the issues with bushes that were replaced last year immediately dying after planting. Basnight declined to replace them since they have replaced them twice and cited that because we signed a new contract, the previous warranty was no longer valid. Per the Board's decision at the last meeting, Management proceeded to send Basnight a termination notice as of April 30, 2012. Management has solicited and is waiting for submissions from five landscape companies for Southampton.
- Aquatic Resource Management (ARM) notified Management of a change in the regulatory guidelines encompassing Stormwater Lakes and Retention Ponds. Change mainly affects companies that provide services for these bodies of water as an additional certification. Southampton should notice no change in service.
- Leaning mailboxes have been straightened and re-cemented in place.
- Additional Lighting at entrance: Management contacted Relay Electric and requested quotes to install lighting in the central entry island. Also requested quotes for the area around the retention pond since current lighting is insufficient.
- Management has completed and sent in the annual State Corporation Commission (SCC) report for 2012.
- Rental Waiting List: Currently all rental spots are being used with two people on the waiting list. If a rental unit becomes vacant, they must go back on a waiting list like everyone else.
- FHA Loan Approval: Southampton has been approved by FHA. Current certification will expire on February 14, 2014, but we will enter the window for recertification on August 14, 2013.

Unfinished Business: None.

New Business:

- **Landscaping contract:**
 - o Beth's front yard wasn't mowed. Kerry will check into it.
 - o Suggestion was made to contact Virginia Tech Botanical to have them check the soil and recommend plants to use. Chris Lagey will provide a point of contact and give the information to Kerry.
- **Local Construction:**
 - o With the new construction on the North side, Beth is concerned about flooding because the grading is higher than ours. A suggestion was made to contact Storm Water Management regarding the grading.
 - o Kerry will check with the developer on the fence between the two communities and how far back it goes.
 - o Kerry will check with Dragas to see what the plans are for the area across the street.
- **Entry/Pond Lighting:**
 - o Kerry is trying to get a couple of options and costs for the entry lighting. He is also checking in to solar lights. If there are street lights that are not working or are

flickering, you can go to the Dominion Virginia Power website and have them come out and fix them. You will need to provide them with the number on the poles to report a problem.

- **Rules and Regulations:** Kerry mentioned there are some rules and regulations that the Board may need to review/modify. After some discussion, the Board decided to let it slide for now.

A motion was made by Beth, seconded by Debbie, and carried unanimously to adjourn the Board meeting at 7:45 p.m.

Respectfully submitted,

Judy Warren
Recording Secretary

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