

## ***Southampton at Salem Springs***

### **Board of Directors Meeting**

**21 February 2023**

**Salem UMC (2057 Salem Road, Virginia Beach, VA)**

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#### ***Approved Minutes: February 21, 2023***

Executive Session: Started at 5:45 pm and concluded at 6:28 pm

The February 2023 Board of Directors meeting was called to order at 6:30 pm. Board members present: Kathy Robertson, Tom Amann, Leo Batista, Debbie Burks.

The following homeowners were in attendance: Sam & Juline Snapp, Cindy Gray, Margaret Telesco, Roger Bir, Mayra Camejo, Beryl Bailey, John Robertson, Dana Pugh, Janelle Williams.

- I. Debbie Burks motioned that the January 2023 minutes be approved, seconded by Leo Batista, approved.
- II. Kathy Robertson announced a new meeting format, with the homeowner's forum being held at the end of the meeting because a lot of the questions would be answered during the meeting. She also said that a new CFM contract was approved via email and ratified at this meeting. It is a two-year, auto-renew with a cancel clause.
- III. Roger Bir spoke about the new website. He will create the website and ask the board members to review and approve, with any possible changes. There will be a community bulletin board with info like the newspaper carrier will pick up the collected plastic newspaper sleeves on the 3<sup>rd</sup> Saturday of each month. There will be a marquee with important upcoming events and/or dates.
- IV. Kathy Robertson discussed the fact that former board member, Greg Chandler, has moved back to Massachusetts to be close to his family and that Debbie Burks has agreed to fill his position for the remainder of his term. A motion was made by Tom Amann and seconded by Leo Batista to have Debbie Burks installed as the board secretary, with Leo switching to the Member-at-large position.
  - a. Kathy announced that the pool will be opened May 27 and close September 15.
- V. Treasurer's Report: The February Treasurers report will be attached to the minutes.
- VI. Member-at-Large Report: Leo and Greg did a walk-through inspection and violation notices will be sent out from CFM shortly. This process is necessary to maintain the community appearance. Two ARC forms will be sent to CFM to notify homeowners of the boards' decision. ARC forms are available on the website. Completed forms should be processed within 7 days. Please make sure the form is complete, as this will delay the process. Provide lots of details and/or the scope of work.
- VII. Secretary Report: No report

- a. Ratify CFM Contract via email
  - b. Ratify new meeting format
- VIII.** Manager's Report: Chris gave an update on the Mailbox status. The vendor is still working on the surface treatment/paint...then the boxes will be installed once the weather gets warmer so the concrete will set. The contractor for the paving/crack repair will be contacted to meet with John Robertson and Tom Amann for a walk-around to determine the scope of work, determine if we have any warranty on the previous work. All roof repairs from the recent winter storm have been repaired or are in the process of being repaired.
- IX.** Homeowners Forum:
- a. Cindy Gray asked about the McDonald's flooding update. The scope of work included grading, but she didn't see any grading being done. Kathy replied that McDonalds is still in the process of correcting flooding issues.
  - b. Sam Snapp brought up the fences and the damage the landscapers are doing to the bottom of the fences with the weed trimmers. Tom suggested the homeowners remove or kill the grass at the base of the fences so the landscapers don't get close with the trimmers.
  - c. Beryl Bailey asked about the status of the additional lighting at the entrance to the community. Kathy and Tom replied that the lighting had been addressed and found to be prohibitively expensive since they would have to run electricity to the median. Cindy Gray thought there might be a large solar light that would suffice. Kathy will add the lighting to the agenda for the next meeting for any updates.
  - d. John Robertson mentioned that the water issues in the community are "drainage" problems, not flooding.
- X.** There being no additional business, Kathy motioned to adjourn the meeting, seconded by Debbie Burks, approved.
- XI.** The meeting was adjourned at 7:11 pm