

Southampton at Salem Springs

Board of Directors Meeting

14 March 2023

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

Approved Minutes: March 14, 2023

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

The March 2023 Board of Directors meeting was called to order at 6:32 pm. Board members present: Kathy Robertson, Tom Amann, Leo Batista, Donna Bir, Debbie Burks.

The following homeowners were in attendance: Sam & Juline Snapp, Cindy Gray, Margaret Telesco, Mayra Camejo, Beryl Bailey, Dana Pugh, Janelle Williams, Felix Garcia, Roy & Theresa Clemons.

- I. Kathy Robertson motioned that the February 2023 minutes be approved, seconded by Leo Batista, approved.
- II. Vice-President Report – Tom Amann - NR
- III. Treasurer’s Report – Donna Bir – Today was her first day back from Extended Medical Leave. She reported that the Insurance Payment of \$25,000 will be reduced monthly until a zero balance at the end of the fiscal year. Invoice overage of \$1972 was for management and fees. Several CD’s will be coming up for renewal. Cindy Gray mentioned that she had sent Donna an email regarding a bank offering 4%. Donna acknowledged receipt of the email, but it is not quite time to move the CD’s. Thank you, Cindy.
- IV. Secretary’s Report – Debbie Burks – There was no business conducted during the Executive Meeting that required approval or ratification. – No Report
- V. President’s Report – Kathy Robertson – Kathy discussed the condition of several homeowner fences...some need to be painted, have pickets replaced, power-washed, etc. This is the homeowners’ responsibility. There will be a walk-through inspection in May, and violation letters will be sent. Please check your fences for repairs, your homes for power washing, etc. Maggie asked if the homeowners should power-wash their units with all the upcoming landscaping, it would just be dirty again. Tom mentioned that the inspection primarily covers mold/mildew on the upper portions of the homes. Kathy provided an updated status of the McDonald’s Landscaping Project. Phase I has NOT been completed and a few items will continue into Phase II. There was a handout that will be distributed to homeowners not in attendance. It will be placed in their mailbox. Kathy continued with information on the landscape schedule, flooding issues, crepe myrtles. McDonalds will hard prune the community crepe myrtles. Hopefully this will address the diseased trees uniformly. Phase II will begin with the entrance and pool areas first. Existing day lilies will be replanted. She

has instructed Teddy with Turf Master to address the weeds immediately so McDonald's can begin the replanting. Healthy shrubs and bushes that work with the new layout will not be removed. The first half of the community will be addressed from now until July 2023. No work from July through October. Work will resume November 2023 until complete. Homeowners will be contacted by McDonalds when work is being done in your section.

- VI.** Member-at-Large Report: Leo repeated that any new ARC forms should be **completely filled out** with required signatures and pictures, and submitted to him. Homeowners should receive a decision within 7 days. ARC forms are available on the website. Provide lots of details and/or the scope of work.
- VII.** Manager's Report: Mailboxes should be installed in April
- VIII.** Donna and Leo will monitor the neighborhood for items that need attention from McDonalds...flooding, downspout extensions (homeowner's responsibility), Debbie Burks will maintain log of homeowner issues.
- IX.** Homeowners Forum:
 - a. Cindy Gray asked if Phase I was complete. It is not
 - b. Sam Snapp brought up the landscape border bricks around the flower beds in his yard. Kathy is going to check with McDonald's to determine if they will be left in place.
 - c. Maggie questioned placement of bushes in the different units. McDonalds has planned what shrubs will do best in shade, sun, partial sun, etc.
 - d. Sam asked about the flower bed located outside his fence by the canal. Again, if the plants are healthy, they most likely will not be removed.
 - e. Kathy mentioned that the dwarf weeping Cherry tree by the pool is doing very well and should remain where it is.
 - f. There was discussion regarding the Wax Myrtles around the pond. Kathy will check to see if they will be shaped as trees or shrubs.
 - g. Maggie asked if the board had met with PLM regarding the pavement. The vendor has been out of town. Maggie provided the board with a copy of the work and invoice from 2021 to determine if there is any warranty on the work. Kathy will check with CFM for the complete contract/invoice for any warranty information.
 - h. Mayra Camejo mentioned that the walkway around the Pond is in disrepair. Leo spoke with a vendor this week regarding replacement of the planks. It will be new business in April.
 - i. Maggie spoke about the history of the pond, that a gentleman had come out a few years ago to look at it. Tom added that the steel upright planks are in good shape, but when we have large rain/storm events the water rises above the bulkhead and the soil behind the steel wall is compromised.
 - j. Several homeowners have been clearing brush along the wooded canal side. Keep in mind that you cannot remove trees over 2" trunks.

- X. There being no additional business, Tom motioned to adjourn the meeting, seconded by Leo, approved.
- XI. The meeting was adjourned at 7:10 pm

Respectfully Submitted,

Debbie Burks

Secretary / SH@SS Condo BOD