

# ***Southampton at Salem Springs***

## **Board of Directors Meeting**

**09 May 2023**

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

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### ***Approved Minutes: May 09, 2023***

Executive Session: Started at 6:00 pm and concluded at 6:29 pm

The May 2023 Board of Directors meeting was called to order at 6:31 pm. Board members present: Kathy Robertson, Tom Amann, Leo Batista, Donna Bir, Debbie Burks.

The following homeowners were in attendance: Sam & Juline Snapp, Margaret Telesco, Beryl Bailey, Dana Pugh, Janelle & Gary Williams, John Robertson, Debbie & Steve Gallo.

- I. Donna Bir motioned that the April 2023 minutes be approved as ratified via email for CD banking upgrades. Debbie Burks seconded and the board approved unanimously.
- II. Vice-President Report – Tom Amann – N/A
- III. Treasurer’s Report – Donna Bir – Current operating budget balance is \$44,066.05 with April expenditures of \$20,756.81. Donna reported that the operating reserves are \$26,503.73
- IV. Secretary’s Report – Debbie Burks – Ratification of emails regarding CDs and Signature card for OPB and Truist Banks.
- V. Member at Large – Leo Batista has a couple ARC forms that have been approved, he will place them in the homeowners’ mailbox. Leo, Chris (property manager) and one other board member will conduct a walkaround inspection by the middle of May. Violation letters will be mailed before the end of the month. Please disregard recent violation notices from CFM...they were not approved for mailing.
- VI. President’s Report – Kathy Robertson –
  - a. Kathy announced that our CFM manager, Chris, will be replaced by the June 1 meeting. Also, the CFM contract was updated reflecting 10 meetings with the new manager instead of 4 with Chris...at an additional cost of \$400.
- VII. Unfinished Business:
  - a. Donna Bir gave an update on the McDonalds’ Landscape status. Springs Edge Court is almost complete. Mulch has been placed throughout the neighborhood. Homeowners are asked to PLEASE water the new plants daily, in the evening until the plants are established.
  - b. Kathy announced that the new community mailboxes are scheduled to be installed the weekend of May 13 & 14, again weather permitting.
  - c. Tom announced that the pool leak has been repaired
  - d. Maintenance issues reported to Leo have been fixed and/or repaired.

- e. Community Fence information has been added to the website.
- f. Regarding the Entry Lighting. John Robertson did extensive research on installing a solar or an electric light at the entrance. The minimum cost would be about \$7,000. This is not in the budget for this year, but will be revisited next year. In the meantime, Ms. Bailey provided a solar light to install in the median bed. This will be installed this week.
- g. Pool passes will be distributed before the pool opens on Memorial Weekend. It was discussed that we have a cookout on Saturday, June 17, from 5:00-7:00 pm . More information will be sent out.

**VIII. New Business:**

- a. BMP Pond Walkway. We are still waiting for a quote from a company to repair/replace the walkway/capping.
- b. Rules & Regulations Updates:
  - i. The following changes have been added to the website...trash cans can be placed at the curb no earlier than 12:00 noon on Thursday, and the can must be stored no later than midnight Friday (or the day of pick up depending on holiday/weather issues)
  - ii. Updated Community Fence guidelines have been posted on the website.
  - iii. Homeowners MUST contact 811 before any digging or “disturbance of soil” is started, regardless of the depth.

**IX. Homeowners Forum:**

- a. Gary Williams asked about the storm damage coverage of the Community Insurance policy. Due to the extensive Tornado damage last weekend up at Haversham Close. It was suggested that we ask Roy Beskin to come speak to the residents at a meeting, to be determined. The current COI (Certificate of Insurance) is posted on the website. If you have questions about your coverage, please contact your insurance agent to verify insurance protection.
- b. Sam Snapp asked about the 811 requirement...does it apply to gardening? Yes

**X.** There being no additional business, Debbie Burks motioned to adjourn the meeting, seconded by Donna, approved.

**XI.** The meeting was adjourned at 7:00 pm

Respectfully Submitted,

Debbie Burks

Secretary / SH@SS Condo BOD