

Southampton at Salem Springs

Board of Directors Meeting

13 June 2023

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

DRAFT Minutes: June 13, 2023

Executive Session: Started at 5:45 pm and concluded at 6:29 pm

The June 2023 Board of Directors meeting was called to order at 6:35 pm. Board members present: Kathy Robertson, 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 Gallo, Felix Garcia, Mayra Camejo, Beth Byrum, and Charlene Davis.

- I. Donna Bir motioned that the May 2023 minutes be approved, seconded by Leo Batista, and the board approved unanimously.
- II. President's Report -
- III. Vice-President Report – Tom Amann – Absent
- IV. Treasurer's Report – Donna Bir – Current operating budget balance is \$59,161.59 with May expenditures of \$26,800. Donna reported that the operating reserves are \$26,800.49 and replacement reserves of \$263,205.84...including CD's total balance is \$667,162.18
- V. Secretary's Report – Debbie Burks – Discussion regarding registering community cars with CFM to resolve issues with violations...which include abandoned cars, inspection and license expired, etc. John will communicate with the board members on how to either add an info field in TOPS for homeowners to add car info, or send out a form to be returned to CFM to input information.
- VI. Member at Large – Leo Batista had one ARC form that was approved and the homeowner notified. Leo mentioned that he had done a walkaround inspection in mid-May. After compiling and correcting the list, violation letters will be mailed before the end of the month.
- VII. Manager's Report – We all welcomed John Candelara back as our Property Manager. He is current on the current business in the community and will be providing monthly reports moving forward. He is aware of the mailbox issue and will follow up on resolving any remaining issues. He also discussed the problems with McDonald's landscape contract. It was discussed and determined that we terminate the McDonald's contract for breach of contract. The exit will be a wash financially. Donna made the motion to terminate the contract and Leo seconded with the board voting 4 in favor. The motion was approved.
- VIII. Unfinished Business:

- a. The new mailboxes have been installed. There are several issues with them and the vendor is addressing them. This might take a couple months. Please let Kathy know if you have an issue with your box...peeling paint, loose door, etc. We have a spreadsheet that will be emailed to the community, please check your address for any updates. Let us know ASAP if something needs to be added.
- b. Lights at Entrance, we have installed several lights (thank you Ms. Bailey), however, we are removing the two wax myrtles at the entrance and will need to relocate the light.
- c. Pond Decking – John Candelara is following up on this item and will have a report at the next meeting.

IX. New Business:

- a. Tree Removal – The board motioned and approved removing several trees from the community before hurricane season starts. We have one quote to remove 8 large trees behind Hill/Bir fence line, trim us a gum tree overhanging Hill's back fence, the two wax myrtles at the entrance, a Bradford pear tree, trim up an overhanging tree behind Kathy Robertson's house. We are waiting on an additional quote on Thursday and will decide via email on the vendor.
- b. Community Cookout has been postponed until the end of the pool season.
- c. Community Yard sale will be held in the fall. A date and information will be forthcoming.
- d. Community Towing – We encourage homeowners to register the cars with CFM either via TOPS or a flyer that will be sent out from CFM. This will eliminate the possibility of having a car towed in error.

X. Homeowners Forum:

- a. Maggie mentioned the great job the mailbox installers performed. There are some minor issues that the vendor is aware of. She also mentioned the pavement cracks in the parking near the pool. John Robertson answered by letting us know the cracks are due to the grading/sloping and the cars turning wheels when the turn into the parking spots. The paver said the coating we currently have should last 2-3 years before requiring resealing.
- b. Mayra asked about the updated community website. The link to the officers contact was not working. Donna said Roger will check on it.

XI. There being no additional business, Kathy motioned to adjourn the meeting, seconded by Donna, approved.

XII. The meeting was adjourned at 7:21 pm

Respectfully Submitted,

Debbie Burks

Secretary / SH@SS Condo BOD