

Southampton at Salem Springs

Board of Directors Meeting Minutes

24 October 2023 6:00pm

Salem United Methodist Church (2057 Salem Rd.)

I. 6:00 -6:30 pm Executive Session: This format was voted and approved earlier in the year.

This meeting is in lieu of the November 14th meeting. We need to get all our contracts in before the last meeting of the year. We may end up having that December 12th.

II. President called meeting to order at 6:33pm.

III. Attendance

- a. Attendance: Deb and Steve Gallo, Liz and Ruben Martinez, John Robertson, Felix Garcia, Beryl Bailey, Gary and Janelle Williams, Deb Burks
- b. All Board members are in attendance

IV. Reports of Officers: All attended meeting.

- a. President Report – We need to complete the landscaping. This is the first meeting with the new board.
- b. Vice President Report – nothing to report.
- c. Treasurer’s Report – Accounts as of Oct 2023
 - i. Operating Account \$59,819.72
 - ii. Operating Reserve \$27,693.91
 - iii. Replacement Reserve \$276,609.38
- d. Member at Large – nothing to report.
- e. Secretary’s Report – We did not have a meeting in October. It was the annual meeting. No new minutes to approve.

V. Managers’ Report:

- a. John was not present at this meeting.

VI. Homeowner’s Forum

- a. Homeowner if they can put a border around their fence to protect their fence from the landscapers.

VII. Old Business:

- a. New board council. Business from this meeting will become old business next meeting.
- b. Sod List:
 - i. 4481 SSW
 - ii. 4445 SSW
 - iii. Utley 1612 SPC
 - iv. 4340 SSW
- c. Landscaping – overgrowth on tree line behind SEC. Finishing up what had been started such as removing tree stump. Finishing up planting flowers around the community – does not affect budget. Inform.
- d. Get better lights for the entrance. Member at Large mentioned that the next community over has 8ft high solar lights. Reflectors might also be a good solution. Curb paint might also be a good solution.
- e. Irrigation – President proposes looking into getting a quote for putting in an irrigation system around the pool and front entrance for the landscaping. Voting to explore

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options for an irrigation system for the bushes around the pool. **Approved unanimously.**

- f. The board asks again for homeowners to water newly planted plants.
- g. 2024 Contracts Approved –
 - i. Pool – Contract to keep with Pools Unlimited as they are same rate with the two weeks extension past Labor Day. Donna will open the pool on Sundays. **unanimous vote.**
 - ii. Pond – Stay with Solitude and look at getting the decking fixed.
 - iii. Turf Masters – Keep Turfmasters as landscapers as they have picked up the slack from McDonalds, difference between last year and this year is due to additional services TurfMasters took up with the cancellation of the McDonalds contract. Lawn contract is \$4800 a month that include 3x a year pruning, mulching and taking care of flower beds, and 5 half days of planting (to finish landscaping). **Turfmasters was tentatively approved as long as manager's notes and contract were quoted the same.**
 - iv. Dues increase – 5%. (Needs to be voted on).
- h. The board passed around a road maintenance handout that educates on pavement condition levels to compare to our roads within the community.
- i. Any landscaping contact and disturbance of the soil must call 811 Miss Utility.

VIII. New Business

- a. Executive Meeting Board Discussion Needing Votes:
 - i. Board cycle recommendation
 - ii. Adding a meeting in July, no meeting in December.
 - iii. Finishing up landscaping
- b. We would like to make a recommendation for next year 2024 Board effective January 2025. SHSS Board of Directors Meeting is already late in the year. We've fallen behind the last couple of years. All, the contracts for the community start at the beginning of the year. This is my suggestion: At September 10, 2024, Board meeting we have a discussion with John C. and the community on the October board packet mailing. At the time October 1, 2024 the Annual Board packet will be mailed out with the ballots. That will give plenty of time for the community to review and nominate people for the ballots. Then we would have the annual Board meeting November 12, 2024. This way all the contracts would have come in and the budget would be done and the new Board of Directors would start January 1, 2025. We don't have a board meeting in December 2024. **The board voted unanimously to approve.**
- c. Adding meeting in July 2024. No meeting in December 2024. **Unanimous vote.**
- d. There was concern that we would not be able to meet UMC Salem for a monthly donation of \$50 (rent). Donna has the key and will maintain the schedule. (Need to vote for approval).
- e. Degress a 6 in border around fences – **Unanimous vote** to allow to degress no more than a 6 in border away from the fences to protect fences from landscapers.
- f. The board president mentioned in March that there is a Condominium Association Conference in March that the City of VA Beach holds. The website for the conference is as following: <https://www.cadayvirginia.com> The phone number is 757-558-8128.
- g. Board needs to discuss updating the tow sign at the front of community next meeting.
- h. Architecture Review Committee –

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1. Leo Batista (757-650-9956) has offered to help people fix their fences
 2. **Board voted unanimously** to add Leo Batista to the committee. Walk
arounds will be done early 2024.
- i. **The board approved 4 to 1** to move forward completion of the landscaping project
with Turfmasters being our primary installer.
- IX.** Adjournment:
- a. Meeting adjourned at 7:25pm.