

# *Southampton at Salem Springs*

## **Board of Directors Meeting Minutes**

09 December 2024

6:00pm – Executive Session 6:30pm – Board Meeting  
Salem United Methodist Church (2057 Salem Rd.)

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- I.** Executive Session: 6:01pm
- II.** Meeting Start: 6:35pm
- III.** Reports of Officers:
  - a. President (David Hill) Report –
    - i. Welcomes the property owner to the meeting, explained the purpose of the meeting with hope that more community members will be involved in the future.
  - b. Vice President (Margaret Telesco) Report – Nothing.
    - i. ARC forms - None
  - c. Treasurer's (Donna Bir) Report –
    - i. Funds as of: December 2024
      - 1. Operating Account: \$4,935.93
      - 2. Operating Reserves: \$31,956.49
      - 3. Replenishing Reserves: \$194,981.62
  - d. Member at Large (Bruce Freeman) Report – Nothing
  - e. Secretary's (Mynor Peñalozzo) Report –
    - i. Meeting minutes approval – Margaret made motion to accept November minutes, Donna seconded, all in favor.
    - ii. Items voted on last session or during December:
      - 1. Fire hydrant painting contract
      - 2. Two signatures required on HOA expenses accounts.
      - 3. Contract to clean the entrance wall.
- IV.** Managers' Report: None. John was not able to attend the December meeting.
- V.** Old Business:
  - a. Margaret brought up about the two drainage problems. It was decided that we will talk about it in the January meeting.
  - b. Gravel and dirt behind 1724 home will be remove by volunteer board members.
  - c. Falling tree branches by the river will be remove by volunteer board members.
- VI.** New Business:
  - a. Discussed if the HOA community agrees to pay for new Board of Directors (BOA) members to attend basic HOA courses. Board of Directors president will do more research regarding price and courses to do a more informative decision.
  - b. Discussed that two signatures to be required on all HOA expenses account.
  - c. Discussed the new management company and letter/email send to the community. Will talk with John about the new company, fees, expenses, contract, etc.
  - d. Donna discussed putting the 2025 HOA monthly fees increase into the replacement reserves account to save the community money.
- VII.** Homeowner Forum:
  - a. Attendees
    - i. Madeline Reynolds
    - ii. Deb and Steve Gallo

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- iii. Felix J. Garcia
- iv. Beryl Bailey
- v. Tom Amann
- vi. Kathy Robertson
- b. Homeowner asked why are we discussing the two drainage problems if that issue was close by prior BOA in accordance with the property manager's lawyers recommendations.
- c. Homeowner brought up that the increase for the 2025 HOA monthly fees is due to the insurance increase and how was putting this extra money on the replacement reserve was going to affect it. The BOA's treasure ensures that the HOA bills will be pay first before extra money will be place in such account. The BOA's president stated that the HOA monthly increase is also due because the yearly audit states that the current reserve fund are underfunded.
- d. Homeowner asked not to let the maintenance and upkeep of the community to fall apart under the new BOA so in the future no extra money must be spend bringing it back up. BOA ensured that all maintenance and upkeep of the community will continue and hopefully improve.
- e. Homeowners talk about the entrance wall looking dirty and the holiday wreath is not in place. BOA will get a contractor and will install the holiday wreath.
- f. Homeowner volunteer to do a newsletter for the community. She will send the newsletter to the BOA prior to releasing it. Donna will give her a community email list for the newsletter distribution once is approved via the BOA.

**VIII.** Adjournment: 7:24pm Margaret motioned to adjourn; Donna seconded.