

Southampton at Salem Springs

<https://southamptonatsalemsprings.org>

Board of Directors Meeting Minutes

19 August 2025

6:00pm – Board Meeting, Executive Session

Salem United Methodist Church (2057 Salem Rd.)

I. Meeting Start: 6:04pm.

II. Reports of Officers:

- a. President (David Hill) Report –
 - i. Thanked all the homeowners for attending the meeting on a rainy afternoon.
- b. Vice President (Margaret Telesco) Report –
 - i. Introduced to the attendees our new property manager from UPA, Chelsey, and asked her to say a few words.
 - ii. ARC forms – 1 ARC form received. It needs to be review by BODs prior to made motion to vote.
- c. Treasurer's (Donna Bir) Report – Not in attendance. Margaret made the report.
 - i. Funds as of: July 2025.
 - a. Operating Account: \$56,543.93
 - b. Operating Reserves: \$72,707.10
 - c. Replenishing Reserves: \$759,251.03
 - ii. Treasurers renew a CD at Silver bank for 6 months at 3.96%.
 - iii. UPA Management Company has not taken over our community CDs at this moment. It's in process.
- d. Member at Large (Bruce Freeman) Report – Nothing to report.
- e. Secretary's (Mynor Peñalozo) Report –
 - i. Meeting minutes approval – Margaret made motion to accept July's Minutes with the condition that the Funds numbers (II., c., i.) be verified by the treasurer, David second motion, all in favor.

III. Managers' Report –

- i. UPA currently waiting on the updated investment information reports.
- ii. Received one bid and waiting on two more for the trimming of the Crepe Myrtles.
- iii. Last community inspection was conducted in July board members. The next one will be conducted in September. Property manager will be in attendance.
- iv. Maintenance: Waiting on tree services for landscaping and grounds. Management is currently not aware of any issues with the pool, building, or streetlights.
- v. Management have not received any ARBs
- vi. 2025 DPOR expired in April. Required paperwork was completed and submitted on 05 August 2025.
- vii. Contracts: UPA expires on 01 September 2026. Solitude Leak Management (for pond and fountain) expires on 30 November 2025 with annual auto renewal. Pools Unlimited expires on 31 December 2025 with a 90-day cancelation notice requirement. GFL (Trash) expires on 01 May 2026. Turf Masters Landscaping is a month-to-month contract till December 2025.

IV. Old Business:

- a. New Rules and Regulation Draft Package was reviewed by the lawyer. The lawyer made necessary words and sentences changes to the R&R Draft Package with red ink and returned it to the Committee. The committee incorporated all changes annotated by the lawyer to the

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R&R Draft Package. Board Vice President asked for any inputs from the community at this time (see section VI., b.). After discussing with the present homeowners, the property manager and the BODs, Margaret made motion to accept the new Rules and Regulations with the conditions to change the wording stating that the homeowner is responsible to ensure the utility company is called by the contractor, David second motion, all in favor. The approved copy will be place in the community website. New Rules and Regulations will take effect 01 September 2025, and it will be used for the September community violation walkthrough.

- b. A reminder that the pool will close for the season on 01 September 2025 at 9pm.
- c. Community violation walkthrough was conducted on July 24th. Violations letters were sent out. Next violations walkthrough is scheduled for September with the specific date to be determine.
- d. Poor Folk Tree Services trimmed all vines, overgrown vegetation and two pine tree branches in two different locations behind our community by the river.
- e. Two tree service companies have come to our community to inspect and give us a proposal for trimming the Crepe Myrtles branches that are touching the homes. We are waiting for one more vendor to give us their proposal for this type of job.

V. New Business:

- a. Behind 4340 SSW a pine tree was splitting in half. Poor Folk Tree Services was called immediately since the tree could fall on top of one of the homes close to this tree. Poor Folk removed the damage tree the following day and removed some branches of another tree which were leaning over home's fences. These unexpected jobs were \$2,100 total.
- b. BODs are looking for volunteers for the Nominating Committee. Anyone that would like to be a part of this committee, please contact Margaret. We are looking for at least three volunteers for this committee.
- c. The property manager, Chelsey, will work on getting some quotes for landscaping contracts to the BODs in the next months. Current landscaping company contract expires on December 2025.
- d. Margaret stated that prior to this meeting, the pastor of church, told her that our community can have the meeting at this location till November. She will get more information about this and if we need to find a new location for our November meeting and beyond.
- e. Two of the three pool umbrellas got broken. The third one left looks in bad shape already and it will be place in the trash the last week of the pool being open. Next year the board can propose to buy three new pool umbrellas for the community before the opening of the pool season.
- f. BODs requested for the property manager to investigate who can repair tiles from the pool. The small blue tiles from the pool are coming off. So far two tiles have come off.
- g. McDonalds is scheduled to spray the community trees tomorrow, 20 August. But a BOD received an email from them stating that rain is expected that day and they will reschedule to next week. According to the weather, there is no rain, so, we will see if McDonalds shows up tomorrow or next week.
- h. The Vice President requested to the property manager to bring an ARC form since the prior property manager did not complete this task. UPA's ARC form is different, two pages, than what we currently have. BODs requested to move this matter to executive session to review and discuss this new form.

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VI. Homeowner Forum:

- a. Attendees
 - i. John & Kathy Robertson
 - ii. Beryl Bailey
 - iii. Deb Gallo
 - iv. Roy & Theresa Clemons
 - v. Cindy Gray
 - vi. Chris Lagey
 - vii. Mayra Camejo
 - viii. Nang Rojas-Londirio
- b. Homeowner asked two questions: 1). Is he allowed to hire the tree trimming company that will come to trim the Crepe Myrtles to also trim a tree in his backyard? Since that company is in the community already, he can get a cheaper price to cut his tree. The BODs stated that he can do it, as long he provides a receipt or contract to the board showing that such job was paid with his own money and not the community funds. 2). Now that all vines by the river are killed, is there any solution about all the dead brown color? BODs stated that they will do some research but most likely will wait till next year to see how that area will look like after the fall, winter and spring seasons have passed.
- c. Homeowner asked explanation about UPA's monthly HOA payment and its fees. Other homeowner advised that paying from their bank to UPA is the best solution since there is no charge. Using UPA payment system will be an extra charge on any of its three payment methods.
- d. Homeowner stated that for next year the board should spend a little more money on buying better quality pool umbrellas. The better the quality of the pool umbrellas, the longer they will last. She stated that Debie Burke is the best person to talk to regarding the church meeting room matter. Debie Burke is the person that sponsor our community in the church, and she will be able to help the board about having a meeting room after November. She mentioned to the board that it's very important to ensure that whichever company comes to trimmed the Crepe Myrtles, that they are qualified and knowledgeable on what they are doing since the community has spent a lot of money on the Crepe Myrtles. She also recommended to Margaret to review the original pool contract. It's possible that the tiles that are falling off are still under warranty. That item might still be on the 10-, 15- or 20-year warranty on the original pool contract. Margaret agreed and will look at the original pool contract.

VII. Adjournment: 6:54pm. Margaret made motion to adjourned business meeting and to go to executive meeting to discuss ARC Form and contracts. Mynor second motion, all in favor.

VIII. Executive Session: 6:57pm.

IX. Adjournment: 7:28pm.