

Southampton at Salem Springs

<https://southamptonatsalemsprings.org>

Board of Directors Meeting Minutes

08 July 2025

6:00pm – Board Meeting, Executive Session

Salem United Methodist Church (2057 Salem Rd.)

I. Meeting Start: 6:01pm.

II. Reports of Officers:

- a. President (David Hill) Report –
 - i. Thanked everyone for attending the meeting and noted that there is no representative from CPVA management company. July will be the last month that CPVA will manage our community and UPA will start on August 1st.
- b. Vice President (Margaret Telesco) Report –
 - i. ARC forms – 3 ARC requests approved.
 - a. 1728 SEC request to replace plants and flowers. Margaret made motion to approved ARC request, Donna second motion, all in favor.
 - b. 4464 SSW request to add river rocks along the fence. Margaret made motion to approved ARC request, Donna second motion, all in favor.
 - c. 1708 SEC request to add river rocks along the fence. Margaret made motion to approved ARC request, Donna second motion, all in favor.
- c. Treasurer's (Donna Bir) Report –
 - i. Funds as of: 30 June 2025.
 - a. Operating Account: \$56,543.93
 - b. Operating Reserves: \$702,707.10
 - c. Replenishing Reserves: 759,251.03
 - ii. One CD is rolling over on the 25th of July but will talk to the bank about it since the new management company, UPA, will be taking over the CDs on August 1st.
- d. Member at Large (Bruce Freeman) Report – Not in attendance.
- e. Secretary's (Mynor Peñalongo) Report –
 - i. Meeting minutes approval – Margaret made motion to accept June's minutes with one correction to it, Donna second motion, all in favor.

III. Managers' Report – Not in attendance.

IV. Old Business:

- a. Rules and Regulation Review Committee has sent the final draft to the lawyers for their review and approval. If they have any changes, they will notify the board prior to the board final vote. Thanks to the committee personnel for their time and help on this matter and to the service to the community.
- b. United Property Associates, (UPA) management company will be managing our community starting August 1st, 2025. UPA is in the process of getting the community's required documents from CPVA. UPA will send letters to community about their services and how the homeowners can pay their monthly HOA dues.
- c. Ten clogged drains lines were taking care of throughout the community. There were no broken lines. Homeowner are encouraged to place river rocks on top of drain lines to prevent them from getting clogged again.
- d. Poor Folks Trees Company will be coming next week to cut the pine tree branch over the homeowner's fence, and the growing vegetation by the river. Work was approved by the board at the prior meeting.

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- e. Margaret stated that some of the Crepe Myrtles branches are touching the homes and in need of trimming. David recommended that during the July's violation walkthrough, for the BODs to create a list of all the Crepe Myrtle tree that required trimming. This list will help the BODs to get a quote from the vendor. The boards agreed with the recommendation.

V. New Business:

- a. Dianna from CPVA checked if any of May's violation walkthrough completed by the BODs was sent out to our community, and the answer was no. The next violation walkthrough is scheduled for July. BODs have concluded that the July violations walkthrough will be conduct at the end of July but will not be send till August to UPA.
- b. A few homeowners complained to one of the BODs about the water shut off that happened the past week. BODs stated that as soon as she gets the notification, she notified the community about it via email. It was an emergency and a last-minute notice to the community. BODs will continue to use emails to notify the community on any issues that will affect our community.

VI. Homeowner Forum:

- a. Attendees
 - i. John Robertson
 - ii. Beryl Bailey
 - iii. Deb Gallo
 - iv. Roy & Theresa Clemons
 - v. Cindy Gray
- b. Homeowner asked if a tint can be installed on the storm door's glass to protect the front door from the sun. The paint of the front door is getting damage due to the extreme heat from the sun. BODs stated that homeowners can installed tint on their storm doors.
- c. Homeowner asked if the BODs decided to move forward with moving the community's CDs to the Broker account. BODs stated that the new management company, UPA, has those services and they will be taking over the community's CDs when they start managing the community.
- d. Homeowner asked if there are any plans for a community cookout. BODs stated that there are no plans at this moment. Ideas were express during the meeting, but nothing was decided.

VII. Adjournment: 6:37pm. Margaret made motion to adjourned business meeting and to go to executive meeting to discuss contracts. Mynor second motion, all in favor.

VIII. Executive Session: 6:40pm.

IX. Adjournment: 6:59pm.