

# *Southampton at Salem Springs*

<https://southamptonatsalemsprings.org>

## **Board of Directors Meeting Minutes**

09 December 2025

6:00pm – Board Meeting, Executive Session

Salem United Methodist Church (2057 Salem Rd.)

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- I. Meeting Start: 6:00pm.
- II. Reports of Officers:
  - a. President (David Hill) Report – Thanked homeowners for attending the meeting.
  - b. Vice President (Margaret Telesco) Report –
    - i. ARC forms – Three ARC forms submitted:
      - a. One ARC form voted by email on 11/21. All in favor.
      - b. Two ARC forms for installed security cameras on two properties. Donna made motions to approved ARC forms, David second motions, all in favor.
  - c. Treasurer's (Donna Bir) Report –
    - i. Funds as of: November 2025.
      - a. Operating Account: \$14,813.09
      - b. Operating Reserves: \$35,075.00
      - c. Replenishing Reserves: \$730,171.06
      - d. Total amount: \$795,244.15
  - d. Member at Large (Bruce Freeman) Report – Nothing to report.
  - e. Secretary's (Mynor Peñalozzo) Report – Not in attendance. Minutes submitted via email.
    - i. Meeting minutes approval – Donna made motion to approved October's Minutes, Bruce second motion, all in favor.
- III. Managers' Report –
  - i. The operating replacement reserves accounts are properly budgeted for the year.
  - ii. All CDs are in and none are schedule to mature in the next 60 days.
  - iii. Currently there are 12 delinquent accounts.
  - iv. No new bids or proposals.
  - v. Last violations walkthrough was November. Next one is schedule for January.
  - vi. Nothing to report on building maintenance at this time.
  - vii. All contracts are currently the same for the upcoming year.
- IV. Old Business:
  - a. We could not reach the quorum required for the Annual Meeting in November. The Annual Meeting is now moved to January 2026. If unable to attend the meeting, please fill out the proxy to meet the quorum in January.
  - b. The Crepe Myrtles trees were scheduled to be cropped this month. But, because some of them have holiday lights, the work will be rescheduled for January.
  - c. As stated on the manager's report, no violations walkthrough in December, but will have one in January.
  - d. The proposal for our audit has been signed and sent. The compliance procedure form is being signed and will be sent as well.
  - e. FHA. Donna made motion to approve the FHA contract, Margaret second motion, all in favor.
- V. New Business:
  - a. We have received the signed proposal from the insurance company. BODs will wait for the reserve study prior to make a motion on the contract.

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### **VI. Homeowner Forum:**

- a. Attendees:
  - i. Deb Gallo
  - ii. Roger Bir
  - iii. Roy & Theresa Clemons
  - iv. Cindy Gray
- b. A reminder, if anyone wants a tree on their backyard to be trimmed or removed to notify the BODs. BODs are also going to start looking which dead bushes need of replacement in the next months.
- c. Homeowner asked if the trees at north side still possess a problem to the community. BODs stated there are no problems with those trees currently.
- d. Next Meeting is on a Monday, January 12<sup>th</sup>. Thereafter, the new BODs will decide if they can continue with the future meetings on Mondays in the church or will use other location.
- e. Homeowner asked what the number is need it to make the Annual Meeting quorum. Property manager stated 39.

**VII.** Adjournment: 6:14pm. Margaret made motion to adjourned business meeting and to go to executive session.

**VIII.** Executive Session: 6:15pm.

**IX.** Adjournment: 6:50pm.

DRAFT