

SOUTH HAMPTON PROPERTY OWNERS ASSOCIATION, INC.

MEETING OF THE BOARD OF DIRECTORS

Friday, May 3, 2019

MINUTES

Pursuant to call, the meeting of the Board of Directors of the South Hampton Property Owners Association, Inc. was held on May 3, 2019, commencing at 9:00 AM, in the South Hampton meeting room onsite.

- **Opening Comments**

President Dave Puckett opened the meeting and thanked everyone for attending. Board Members present at the meeting: Dave Puckett, Don Matheson, Susan Leinenweber, Hank Cigolle and Bill Long.

Representing LITUS* To Let, Inc.: Lynn Edmonds.

It was noted that Dave Puckett would serve as Chairman of the meeting and Lynn Edmonds would serve as Recording Secretary.

- **Waiver of Notice**

It was noted that as the meeting had been scheduled at the November 17, 2018 Board of Directors meeting, a reminder notice had been sent to the Board Members by email. Upon a motion made, seconded and approved; it was:

MOVED; that the notice of the meeting be waived, as the meeting had been scheduled in the November 17th, 2018 meeting.

- **Approval of Minutes – Meeting of the Board of Directors – February 15, 2019**

The minutes of the Meeting of the Board of Directors that was held on February 15, 2019, were reviewed. All minutes are on the website. Upon a motion duly made, seconded and approved; it was:

MOVED; that the minutes of the Meeting of the Board of Directors held on February 15, 2019, is approved as written.

- **Financial Reports**

- **Current Financial Statement for the Period Ending – March 31, 2019**

Bill Long reviewed the current financial status of the association as of March 31, 2019, and discussed the balance sheet. The income /expense statement was next discussed. Items under and over budget were noted.

- **Accounts Receivable Update**

Lynn Edmonds stated that the Association has two (2) units in arrears for 30 days. Notices have been sent to the delinquent owners. After 60 days the owners are sent to the Association's attorney for collection.

- **Reserve Account Update**

Bill Long stated that the contribution to the reserve this year is as budgeted. POA funds are in Wells Fargo and TD Bank in nonprofit, interest bearing accounts and CD's in various banks, all with FDIC insurance coverages.

- **Old Business**

- Hot Water Tank Replacement Update

Lynn Edmonds reported that there are 19 water heaters in the building, which are past the 10 year mark that the owners will have to change them out. All 19 owners were notified by letter. They directed Lynn to send a certified letter to all the owners which do not replace their water heaters. The Board asked Lynn to make sure all the owners whose water heaters needed to be replaced were told at the annual meeting on May 4, 2019.

- Under the Building Insulation Repair

Don Matheson reported the insulation under the building has been completed by Energy One America.

- Building Concerns/Updates

The grate at the pool shower is in need of replacing. Dave asked Lynn to assist Four of A Kind in getting the grate replaced.

Dave asked if Four of A Kind had given LITUS* information or bills for the repairs to the hallway walls from the housekeeper. Lynn stated she would let Chris Millar know and he would get with FOAK on the bills.

Dave stated all owners need to remember to have a key onsite for their unit in case of emergencies and pest services.

6. New Business

- **Building Paint Color**

Dave Puckett presented the Board with three (3) color designs for the building. After discussion, Upon a motion duly made, seconded and approved; it was:

MOVED; that the color for the building will be in three tones and painted the opposite of North Hampton's color palate is approved by all directors.

- **Pool Furniture**

Dave Puckett and Hank Cigolle reported that all the new pool furniture has been placed around the pool. FOAK reported one chair missing. Lynn will order a new one if the chair is not found.

- **Maintenance Update**

Don Matheson reviewed his outline and presentation for the membership on the maintenance projects the Board is working on.

- **Adjournment**

There being no further business to come before the Board, a motion was duly made by Hank Cigolle, seconded by Don Matheson and approved; it was:

MOVED; that the Board meeting of South Hampton Property Owners Association, Inc. be adjourned.

Meeting Commenced: 9:00 AM

Meeting Adjourned: 11:50 AM

Submitted by:

Dave Puckett, President HOA

Lynn Y. Edmonds, Acting Secretary