

**Minutes of the Board of Director's meeting
for
Second Jefferson Green Home Owners Association**

January 13, 2020

CALL TO ORDER

The meeting of the Board of Directors of Second Jefferson Green Home Owners Association was called to order promptly at 6:30 pm by President Michael Teague. In attendance were, Treasurer, Jana Kosutova, Secretary, Cher Melichar; and Members at Large Ken Ayres and Ken Kloppenborg as Board Members, and Debbi King representing IPM Residential Property Management. As this body comprised a full quorum, the meeting proceeded.

HOMEOWNER FORUM

No homeowners were present

Approval of the November minutes – President Mike Teague moved to accept the November Minutes as submitted. Member-at-Large Ken Kloppenborg seconded the motion and remaining Board members approved. The motion passed and the minutes will be posted on the HOA website.

REVIEW OF FINANCIAL REPORT AND STATEMENTS

The Financials for December 2019 were presented for acceptance. These were sent out earlier in the week to give the Board an opportunity to review them ahead of time. All remaining members agreed and the motion carried.

Financial Report

The Board asked why Two of the Board members commented on seeing the snow removal crew using hand shoveling rather than using the snow-blowers since hand shoveling takes longer. Rather than speculate on the Debbi will ask the company for clarification as to why this was done and present it at the next meeting.

The Board also asked questions regarding the recording of the project management fees which appeared in more than one place. It was explained that the corresponding fees are recorded with each project when there is more than one going on during the month.

Secretary Cher Melichar moved to accept the financials as presented. Mike Teague seconded the motion. All members were in favor and the motion carried.

Old Business

The hardware for securing the bathroom doors and

A- Pool Security System – IPM stated that we needed to get an answer to KeyRite on whether or not we wanted to install the cameras for the coming season. Mike Teague moved that we delay the cameras for now and defer them to phase 2. He further moved to approve the work from KeyRite for a first phase to include the installation of the card-reader units using keycards again (those being the least expensive option over the fobs). The first phase of the project would be \$5,912.20. Jana Kosutova seconded the motion for two phases. All members were in favor and the motion passed.

The cameras will carry a monthly fee and storage would be in the cloud. We would have the ability to download the contents of the cameras from the cloud to a remote hard drive. Activating the cameras will run an additional \$51.84 per month and cannot be shut off so this will be a year-round cost. The cameras will be installed in a second phase.

B- Pool equipment door damage – the door has been secured, and there has been no further issue with the lock being broken on the gate at the present time.

C- Debbi will keep us posted on the balcony project as soon as she gets the schedule from the Contractor.

D- Replacement Reserve Fund Transfer. Mike Teague made a motion to move \$10,000 to the reserve fund for January due to the fact that the insurance was paid and there is a healthy enough balance. Cher Melichar seconded the motion and as the remaining board members were all in favor, the motion carried.

E- Garage / Property Inspection follow up
Debbi included a copy of the approved budget or everyone's reference.

F- Homeowner insurance claim on water damage – this is done and the unit has been sold. But the buyer was told that there was a huge mold problem even though the contractor had informed both IPM and the former homeowner that everything had been remediated. Debbi let the new owner know exactly what the contractor did and the fact that the work had been inspected after completion.

G- Safety Hazard -Sidewalk Replacement – All-Phase and three other contractors have been contacted to submit proposals for the concrete work that needs to be done in areas where there are safety issues. The Board cautioned that we need to make sure

there is a clause for any repairs to include making sure any landscaping damage due to the concrete work is put back to original condition when the job is completed.

New Business

A- The Board agreed to put a bucket with ice melt just inside of every garage by the pedestrian access door. This way the homeowners will have the ability to spread extra ice melt where needed by their building in case there is a build up of ice for any reason. All ice melt provided will be pet-friendly ice-melt. This will cost about \$25 per building. We will have to figure out a way to secure the buckets so they don't disappear. There is an additional issue in some buildings where homeowners, at some point in the past, have put up walls and not everyone can access the entire garage because of that. However, everyone should have a key to the pedestrian door and that is where they will be placed. Cher Melichar moved to place buckets of icemelt in each garage near the pedestrian door. Mike Teague seconded the motion and all members were in favor.

Debbi said that there is a growing trend among HOAs to not provide snow removal at all, but put that responsibility to the individual homeowners. This is making insurance companies nervous. She stated that she felt the Board's decision to maintain the practice was a wiser choice.

Debbi will make sure to put something in the newsletter so the homeowners are made aware that if their building ice melt bucket is empty, they need to contact IPM so the bucket can be refilled.

B- Pathway lights outage reported on the pathway to the pool from the south end of the complex. Maintenance is investigating this now to see if it is the wiring or the photo cells in the light detectors. All the lights are being replaced with LED lights as they are replaced. These are much brighter and take the least amount of electricity for the life of the bulbs.

EXECUTIVE SESSION

At 7:13 pm the Board moved to Executive Session.

A- Homeowner Requests – there were none.

a. There was discussion about some water damage in one of the garages for one of the buildings.

B- Delinquency Report was discussed and it continues to be maintained at a low amount.

C- Review and Sign checks.

The Board came out of executive session at 7:26 pm

Check signing was completed.

One of the Board members mentioned that there were some homeowners who witnessed someone trying to jimmy locks on cars in the wee hours of the morning. They called the police and the person disappeared when the police got there. The police commented that someone had been in the Xcel parking lot recently, as well.

ADJOURNMENT

Checks were signed to pay invoices.

There being no other business to discuss, Ken Kloppenborg moved to adjourn the meeting, Ken Ayres seconded the motion. All members present agreed and the meeting was adjourned at 7:38 pm

NEXT MEETING DATE

The next regular Board Meeting will be held on Monday, February 10, 2019 for our regular meeting at the WMFR training building in the small conference room. The meeting will begin at 6:30 pm.

Respectfully submitted,

A handwritten signature in blue ink that reads "Cher Melichar". The signature is written in a cursive, flowing style.

Cher Melichar, Secretary