

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

February 10, 2020

CALL TO ORDER

The meeting of the Board of Directors of Second Jefferson Green Home Owners Association was called to order at 6:31 pm by Treasurer Jana Kosutova. 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. President Michael Teague was absent. As this body comprised a full quorum, the meeting proceeded.

HOMEOWNER FORUM

Two Homeowners joined us tonight to be able to show support for the Board and to be involved in the HOA. Ken Ayres had some concerns regarding the snow removal in this last storm. When they come to shovel they end up blocking some of the parking spots in the lot. He suggested that when they park their trailer, they could back it in near the trash bin, there is room for it without interfering with the trash pickup. Debbi will talk with the crew and has pictures of the areas where they need to pay more attention.

APPROVAL OF JANUARY 2020 MINUTES

The January minutes were presented for approval. Jana moved that the minutes be accepted, Ken Kloppenborg seconded the motion. All remaining board members agreed and the minutes were approved and will be posted on the website.

It was noted that the minutes for the regular December meeting have yet to be completed, but will circulate to Board members as soon as possible. The Annual meeting will also be completed soon. They will be posted upon completion, but cannot be voted upon for approval until the next Annual meeting.

REVIEW OF FINANCIAL REPORT AND STATEMENTS

The Financials were presented for acceptance as the Board received them via email earlier in the week and has had some time to review them. Jana had a question regarding the waterline entries which look like it was split between the waterline account and the plumbing account. It should all have been applied to the waterline account. Debbi King will check on that and get it corrected or let us know what the reasoning was for splitting the charges. Jana Kosutova moved to approve the financials with the proviso that Debbi let us know about the waterline charge. Cher Melichar seconded the motion all were in favor and the motion passed.

OLD BUSINESS

A) Pool and Security System –

The work will be starting in March. They will be looking to make sure the lock can't be opened by reaching around or through the fence. We are already working on getting the key cards set up. They will be issued by unit number rather than by the named owner so that we don't have to continually make changes every time the units change hands.

B) Pool Equipment Door Damaged. For now, the door is secured.

C) Replacement Reserve Fund Transfer –Debbi recommended we are in position to make the entire budgeted amount of \$12,698.50 transferred to the reserve fund. Jana Kosutova moved that we make the budgeted amount of the transfer to the reserve fund and Ken Kloppenborg seconded the motion. All agreed and the motion passed.

D) Garage & Property Inspection – follow-up – Debbi informed the Board that we are getting closer to having the issues found at inspection resolved.

E) Provide Ice Melt Buckets to each Building. These have all been filled with ice melt and placed inside the side access door which all homeowners in each unit should have access to.

F) Safety Hazard Sidewalk Replacement – Three bids were obtained however, due to Mike's absence postponed review and vote to next month's meeting.

G) Pathway lights outage – the current light posts date back to the creation of the complex in 1972. The Board asked Debbi to start looking at the types of lighting that might be available before we seek bids so we can be more specific when we send out for replacement proposals.

NEW BUSINESS

A) The Board voted to charge back to the homeowner for a non-operative garage door service call due to the fact that the problem turned out to be homeowners garage door opener and not the door itself.

EXECUTIVE SESSION

At 7:25 pm – the Board went into Executive Session.

A) Homeowner Requests

B) Delinquency Report

The delinquencies were discussed.

C) Review and sign checks

Checks were reviewed and signed to pay invoices.

At 7:54 pm Executive Session was ended.

ADJOURNMENT

There being no other business to discuss, Ken K, moved to adjourn the meeting, Jana Kosutova seconded the motion. All members present agreed and the meeting was adjourned at 7:59 pm.

NEXT MEETING DATE

The next Board Meeting will be held on Monday, March 9, 2020 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 style with a large initial "C".

Cher Melichar, Secretary