

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

**August 10, 2020**

**I. CALL TO ORDER**

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

**II. HOMEOWNER FORUM**

There were three homeowners present at tonight's meeting, taking advantage of the Zoom forum to be able to attend the meeting without having to leave their homes. We are encouraged at a growing trend of new homeowners that have shown interest in participating in the running the Association and have started attending our meetings.

**III. APPROVAL OF July 13, 2020 MINUTES**

The completion of the July minutes was delayed and therefore, the Board will review and vote on acceptance and approval via email this week.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS for JULY, 2020**

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.

A motion to approve the financials as presented was made by President Michael Teague to accept the financials as presented and Treasurer, Jana Kosutova seconded the motion. All remaining Board members were in agreement and the motion passed.

**V. OLD BUSINESS**

**A) Replacement Reserve Transfer – Pending**

With the final payment for the concrete repairs and the transfer from the last month we are sitting at a little over \$20,000 in the operating account. President, Michael Teague moved that we bypass making the transfer this month due to pending expenses. Treasurer, Jana Kosutova, seconded the motion. Remaining members present unanimously agreed and the motion was passed.

**B) Pool Equipment Door Damage. – Pending – This has been placed upon the back burner since it doesn't appear the COVID restrictions will be lifted after all which would have enabled us to open the pool this year, For now, the door is at least secured, it's just not very pretty to look at.**

- C) Garage/Property Inspection** – In Process. There were several units that never did the work on conditions that were cited last year and several of these units have now sold and a lot of the new owners are being saddled with the repairs. Therefore, there are still a number of repairs that were cited last year that still require repair because conditions were not corrected and the same owners are still there. It is encouraging to note that many of the people who received first time notices this year have already responded and repaired things we cited this time without the requirement of additional notices.. We are hoping that trend will continue.
- D) Pathway Lights Outage** – Pending. IPM is working on the area between Buildings 40 and 41 where the lights have been out for a while now. Repairs have proven unsuccessful due to the age of the fixtures and the condition of the wiring which was never run through conduits. Jefferson Green I, across the street, is actually replacing their light fixtures in phases and their phase 1 will be the addition of new lighting fixtures that use solar power. We are hoping to be able to purchase some of their old fixtures that are still serviceable to replace those in some of these areas where the fixtures are just not repairable. The Board discussed repairing and replacing these lights in phases to make it more manageable. The Board has asked IPM to reach out to Jefferson Green I to see if perhaps we could join forces with them and perhaps negotiate better because of bulk ordering between us. It may come to nothing, but is worth exploration.
- E) Units with Icing Gutters** – TBD - The Board had, at one point, asked IPM to explore options on pricing for getting 6 foot extension gutters that will get the run-off on the roofs to carry the water further out to the edge, by-passing the areas where doors exist in order to stop icing the front doors shut in the winter. Secretary, Cher Melichar, moved to have IPM request vendor bids to have extensions or diverters that would extend the runoff further away from the front doors so people are not iced into their units in the winter. Member at Large, Ken Ayres, seconded the motion. Remaining Board members agreed and the motion carried.
- F) Pool Opening for Summer Season** – TBD – President, Mike Teague, moved to have the pool company go ahead and winterize and shut down the pool since the restrictions are not being lifted in the foreseeable future. Member at Large, Ken Ayers, seconded the motion. Other members present voted to agree and carried the motion.
- G) 2021 Budget Draft #1** – Pending. After some discussion, Secretary, Cher Melichar, moved to have IPM work on using Option 1 of the proposed 2021 budgets and drop the current option 2. Treasurer, Jana Kosutova, seconded the motion. All remaining members agreed and the motion passed. Debbi King recommended that we spend some time this week looking over the suggested budgeted projects and expenses carefully so that the Board can determine where the focus should be centered for projects that could be reasonably tackled next year.

## **VI. NEW BUSINESS**

- A) Snow removal** – Discussion revolved around the fact that we have been getting other bids each year and Sanchez Landscaping has held prices down for us for several years. Compared to seasons prior to them taking it on, complaints have been way down on snow removal the last two years. Considering our very aged irrigation system which would be difficult for any company, Sanchez has been diligent about repairs and open to responding to direction. For all these reasons, Mike Teague moved to remain with

Sanchez Landscaping again next year, Jana Kosutova seconded the motion and the remainder of the Board agreed to carry the motion.

## **VII. EXECUTIVE SESSION**

Executive Session – began at 7:36 pm.

- A. There was only one Homeowner Request to approve and one Homeowner submitted a letter containing some concerns for the Board to consider.
- B. Delinquency Report was discussed.
- C. Reviewed & Signed Checks

At 8:02 pm Executive Session was ended.

## **VIII. ADJOURNMENT**

There being no other business to discuss, President Michael Teague moved to adjourn the meeting, Ken Ayres seconded the motion, all members present agreed and the meeting was adjourned at 8:03 pm

### **NEXT MEETING DATE**

The next regular Board Meeting will be held on Monday, September 14, 2020. The location and the manner of the meeting will be online using a ZOOM meeting due to the developments of the spread of the Covid19 Pandemic. The firehouse is still not allowing meetings to be held in the building and our normal room is too small to meet any of the guidelines, if they were being held. The meeting will begin on ZOOM at 6:30 pm. It is highly recommended that if a homeowner has something they wish to present to the Board, they submit it through IPM well in advance of the meeting. We also have the ability to have as many as 94 additional people attend a ZOOM meeting for a total of 100 participants.

Thank you for your understanding as we all continue to try to adapt to a new “normal” way of doing things.

Respectfully submitted,



Cher Melichar, Secretary