

**Minutes of the Board Meeting
Second Jefferson Green Homeowners Association
January 8, 2018**

The January meeting of the Board of Directors of Second Jefferson Green Homeowners Association was called to order at 6:36 p.m. by President Karen Wildenstein. In attendance were Karen Wildenstein, Jana Kosutova, Alma Hernandez and Cher Melichar as Board Members, and Debbi King representing IPM Residential Property Management.

Homeowners Forum/ Correspondence

There was one homeowner in attendance and the following questions and issues were brought to the Board's attention:

- The street light is out again at S. Garrison and W. Floyd by the mail boxes.

Approval of Minutes

Karen motioned to approved the November meeting minutes, Cher seconded the motion, all were in favor and motioned carried.

Financial Reports

Karen motioned to approve the November and December financials; Cher seconded the motion, all were in favor and the motion carried. Subject to correction on December after adjustments per auditor and corrections on D & O Insurance.

Finished Business

- The aluminum wiring report of 98% completed with the 3 remaining units proceeding with lawyers.
- The Board has reviewed and provided feedback on the resolution for Aluminum wiring.
- The utility easement fence will be completed with a chain link fence on the east side next to the church.
- The report of the declaration revisions.
- Discussed and reviewed the preliminary Budget for 2018.

New Business

- The Board is currently reviewing audit draft.
- The Board is in process of looking at bids for gutter cleaning, specifically in the areas where the gutter guards are located.

Business by Email

- The invoice for the labor portion of the easement fence was approved.
- The letter was approved to accompany the budget and proxy form for the Special Homeowner Meeting to approve the 2018 Budget.
- The board received a new light fixture contract from Master Electrician for the property area lighting lamps.
- The Board reviewed the insurance account coding to make sure they are classified correctly on the December 2017 Financial.
- Reviewed and discussed the gutter cleaning. Requested clarification on estimate.

- IPM received a homeowner complaint of a neighbor misused of the common area garage.
- The Board review and approved a home owner request of waiving late fees.
- Homeowner reported a visitors parking abuse by another homeowner discussed and provided suggestions on how to resolve it.
- Homeowner having difficulty with opening mail box and reported to the board for assistance.
- The Board reviewed and approved audit results.
- The Board had to split the ceiling garage repair and restorations in common area.
- The Board is reviewing the Landscaping Maintenance proposals 2018.
- The Board is discussing the proposal for the swimming pool area.

Executive Session

- The Board discussed a home owner request sent by email to waive late fees.
- Delinquencies were reviewed and discussed.
- Aluminum wiring updated on the legal side.
- Signed & reviewed checks.

Adjournment

The January meeting of the Second Jefferson Green HOA Board of Directors was adjourned at 9:35 p.m.

Next Meeting Date

The next Special Homeowner Meeting will be held on Monday, February 12, 2018 at the WMFR training building; the doors will open at 6:00 p.m. and the meeting will begin at 6:30 p.m.

Respectfully Submitted,

Alma Hernandez
Secretary