

**Minutes of the Board Meeting**  
**Second Jefferson Green Homeowners Association**  
**May 14, 2018**

The May meeting of the Board of Directors of Second Jefferson Green Homeowners Association was called to order at 6:30 p.m. by President Karen Wildenstein. In attendance were Karen Wildenstein, Jana Kosutova and Cher Melichar as Board Members, and Debbi King representing IPM Residential Property Management. Michael Teague was not present. Cher Melichar acted as Secretary for this meeting.

**Homeowners Forum/Correspondence**

One homeowner was present at this meeting voicing one concern:

- Building 5, due to the rain earlier that day, the water was still pouring out the top over the gutter and there was a bunch of pine needles in a huge pile in the splash block at the bottom of the downspout. Debbi will follow up with the landscaper about that.

**Approval of the April Minutes.**

The April Minutes need to be rewritten with the correct email business. Debbi is going to forward the pertinent emails to Cher, since she did not have all the emails for the time period in question.

**Financial Reports**

- There was a discussion about the Water bill. On the balance sheet, there is \$74,841.67 that may include more than the Water and Sewer payments. It appears there may be Storm Drain expenses comingled with Water and Sewer. Debbi will consult with Deanie and adjust the accounts to reflect the correct amounts.
- Debbi reminded the Board about the quarterly transfer to reserves in the amount of \$16,500 agreed upon in 2016. Debbi recommended the transfer be made since there is currently an excess in operating funds. President Karen Wildenstein made a motion to make a transfer of \$16,500 for the first quarter of 2018 to the reserve fund; Jana Kosutova seconded the motion, all were in favor and the motion passed.

Cher Melichar made a motion to approve the April financials, providing that the change be made to correct the Water and Sewer and the Storm Drain accounts to reflect the correct amounts. Karen Wildenstein seconded the motion, all were in favor and the motion carried.

**Old Business**

- **Aluminum Wiring:** Debbi is working directly with one of the two remaining units to finally get the wiring done. We should have another update by the next meeting. The Board agreed to have Debbi separate the legal billing from the HOA billing to make it clearer to the homeowner. If the homeowner asks forgiveness of the late fees, the Board agreed they would consider that as long as she continues to make her monthly payments; it should take her about 20 months to repay.
- **Garage Door Reimbursement:** Upon further research, the Board agreed to reimburse the homeowner for the garage door repair as the bill was a reasonable amount and should have been at the HOA expense. The Board felt we need to reiterate to homeowners that their first

call regarding the garage area should be to IPM to see whether a specific repair should be at the expense of the homeowner or the HOA. Debbi will recheck the bill to see if it was half or if it was the whole amount that she sent out to the Board.

- **Fencing for the area on the north side of the property near single family housing:** Debbi will get an estimate from Jesus on the price of a chain link fence. The hope is that a chain link fence will keep the homeowners and church from dumping trash and debris over the fence since it will be fully visible to them.
- **Pool repairs & upgrades:** We are moving ahead to get repairs started to make the pool area compliant with state regulations.
- **Declarations:** Karen was asked to sign the petition to the Court for getting the Declarations revised.
- **Gutter cleaning:** The cleaning has been done and, overall, they did a great job, but there are two downspouts that appear to still be clogged and over-flowing. Debbi will call Alma to get them back out to revisit those buildings.
- **Mailboxes:** The ones Jana found were in groups of 16 boxes plus 2 parcels in each stand. The Board discussed options. If we go with the stands that have 8 boxes plus 2 parcels, we would be able to get more parcel boxes.

### **New Business**

Next meeting: The Board agreed to revisit the policy with regard to what is the responsibility of the homeowner vs. what is the responsibility of the HOA to make it clearer. Karen directed Debbi to ask the lawyers to compare policies against what will be taken care of with the adoption of the new Declarations when they are finally instituted.

### **Business by Email from 04/10/18 through 05/13/18**

- 04/15/18 – The Board approved to waive late fees and interest for a delinquent homeowner.
- 04/18/18 – The Board received a payment plan request from a delinquent homeowner that would bring him current after 3 years; the Board declined that request, countering with a plan to bring him current in a year.
- 04/18/18 – The April newsletter was approved.
- 05/02/18 – The Board received a payment plan request from another delinquent homeowner that would bring him current after 2 years; the Board declined that request with a counter offer of a payment plan that would bring him current in a year.

### **Executive Session**

- Delinquencies were reviewed and discussed.
- Homeowner request to be able to remove some trees encroaching too close to their unit. They will have the work done at their own expense. Karen Wildenstein moved that approval be granted and Mike Teague seconded the motion.

### **Adjournment**

At 8:48 pm, Karen Wildenstein moved to adjourn the May meeting of the Second Jefferson Green HOA Board of Directors. This motion was seconded by . There being no further business or objections, the meeting was adjourned.

**Next Meeting Date**

The next Board Meeting will be held on Monday, June 11, 2018 at the WMFR training building; the meeting will begin at 6:30 p.m.

Respectfully Submitted,  
Cher Melichar, Acting Secretary