

**Minutes of the Board of Director's meeting**  
**for**  
**Second Jefferson Green Home Owners Association**  
September 10, 2018

**Call to Order**

The meeting of the Board of Directors of Second Jefferson Green Home Owners Association was called to order at 6:33 pm by President Karen Wildenstein. In attendance were Karen Wildenstein, Jana Kosutova, Michael Teague, and Cher Melichar as Board Members, and Debbi King representing IPM Residential Property Management. Trish Harris was absent.

**Homeowner Forum**

There was one homeowner present. The homeowner reported that a new homeowner didn't know where to send his HOA fees and that he didn't have a copy of the covenants. Debbi recognized who he was talking about and said that she had provided everything to the real estate agent for the closing. The new homeowner got his car booted. Debbi said she has not had any calls from the homeowner in question. The homeowner present at the meeting then said that he saw the person in Building 21 come out of what appeared to be his/her unit with two dogs. When he went by a short while later, the same person was coming out with two different dogs, ergo, the person in this unit has four dogs and he thought there was a limit of three.

There was discussion about where to find the water shut-offs for one of the units that another homeowner has been looking for outside their building. Debbi said they have not been able to locate it yet in that building.

The homeowner present at the meeting had a concern about the fact that people who smoke the vapor cigarettes seem to think they don't have to abide by the no smoking rule.

One of the board members asked about an area near the native grasses area that appears not to be mowed and wondered if that was correct. There was some discussion about the exact location and Debbi said they would go look at the area in question to see whether or not the area should be mowed or not.

**Approval of the August Minutes**

The August minutes were not complete as of the date of the meeting, but will be distributed via email in the coming week for review by the remainder of the Board.

**Review of Financials and Statements**

The financials were reviewed by the Board. There were some questions with regard to when the items cited by the Auditor would be posted. Debbi said she will check with Deanie and notify us by email when it is completed. Karen Wildenstein moved that the financials be approved with the corrections discussed during the review. Michael Teague seconded the motion and the Board voted in agreement, thus passing the motion.

**New Business**

A request was received from an owner in Building 19 to trim up the canopy and vines near their unit. This was approved unanimously.

## **Old Business**

There was discussion about whether or not Dig Boss had been able to locate the leak at the end of the pool. They were able to determine that the skimmer line appears to be where the main leak is, because it looks like it was crushed. Unfortunately it also appears there is an additional leak a little further down the line. Dig Boss can continue exposing the lines and they are the best equipped to do so. They will be able to open the concrete with the least amount of damage to be filled in once the leak is mitigated. They presented a proposal for completing the work and Cher Melichar moved to accept the proposal submitted by Dig Boss for the remainder of this part of the project. Michael Teague seconded the Motion, the members present agreed unanimously and the motion passed.

Mailboxes: Jesus has agreed to assemble the new mailboxes so we can figure out how to go about staging the installation. Once we come up with a strategy, we'll be able to coordinate with the Post Office to make the transition of pulling out the old mailboxes and replacing with the new. We will also need to strategize the best way for residents to claim the keys to the new boxes. Karen Wildenstein moved to approve a proposal presented by Jesus to complete the assembly of the mailboxes. Michael Teague seconded the motion. All members present agreed and the motion carried.

It appears that with the season coming to an end, the major sprinkler repairs are slowing down as well. Karen Wildenstein asked if there was any more information on the eradicating the Japanese Beetles in the area. Apparently, the earlier spraying seems to have helped and the crisis has passed for the year as there have been no further signs of them.

Pool rules are still on hold until the pool repairs are completed. We'll be able to have it ready for next summer.

The subject of the lights near Building 14 that are not lighting was discussed. An electrician was consulted who said the easiest way to get the lights to work would be to tie the two lights together and run the wiring from the garage unit since that electrical source is billed to the HOA. The Board instructed IPM to look into getting this corrected so the pathway is lit.

Debbi said she is soliciting bids for snow removal for the coming winter season. We are expecting bids from about 5 different companies.

The Court ruling on the Declarations was completed and the Declarations were approved by the court and they have been filed with the State.

Budget items: It was clarified that capital improvements must come out of the reserves, but day-to-day repairs come out of the Operations Budget. We need to be thinking of what projects we need to promote for next year. It was noted that we have moved about \$30,000 into reserves since June. Repairing sidewalks and asphalt is going to have to be done in stages due to the fact that the cost is so high for doing concrete and asphalt work. Some of the numbers that have been mentioned to Debbi are possibly around \$300,000 if we did it all at once and we just cannot do that.

## **Executive Session:**

The Board went into Executive Session at 9:15 pm.

The issues with completing the aluminum wiring upgrades were discussed.

Delinquent accounts were discussed.

Executive session ended at 9:45 pm

**MAIL BUSINESS conducted 8/12/81/8 through 9/9/18**

8/15/2018 – A representation letter was signed to send to the CPA. We received our copy of the final audit report and it will be posted on the website.

8/17/2018 – Late fee removal was approved for one of the units where the homeowner notified us of a late mailing. Research showed that the resident has paid in a timely manner in the past and will receive the one time courtesy of forgiveness.

8/19/2018 – After the recent hailstorm which has caused the gutters to overflow in several of the buildings, it was agreed unanimously to have the gutters and roof tops cleaned of residual debris from the storm.

8/22/2018 – A request was made by a homeowner for a 4-day extension on a deadline for satisfying a delinquent payment. This was unanimously approved.

9/11/2018 – Foreclosure: There is an outstanding fee of \$102 on a unit under foreclosure..The alternative is to pay the legal fees to send this out for collection. It was decided that it would cost more to go out for collection than we would get back, so the Board unanimously agreed to waive the \$102 and informed the attorney of the decision.

9/12/2018 – A Proposal was accepted for additional digging to reach the leak near the end of the pool by Economy paving. This was approved by the Board through email.

**Adjournment**

There being no other business to discuss, Karen Wildenstein moved to adjourn, Michael Teague seconded the motion. All members present agreed and the meeting was adjourned at 9:47 pm

**Next Meeting Date**

The next Board Meeting will be held on Monday October 8, 2018 at the WMFR training building. The meeting will begin at 6:30 pm.

Respectfully submitted,



Cher Melichar, Secretary