

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

September 9, 2019

CALL TO ORDER

The meeting of the Board of Directors of Second Jefferson Green Home Owners Association was called to order at 6:32 pm by President Michael Teague. In attendance were, Treasurer, Jana Kosutova, and Members at Large Ken Ayres and Ken Kloppenborg as Board Members, and Debbi King representing IPM Residential Property Management. Secretary, Cher Melichar; was absent, but the meeting was recorded for later transcription. As this body comprised a quorum, the meeting proceeded.

HOMEOWNER FORUM

There were no homeowners present at this meeting. The following items relating to the HOA were noted: Unit # 72 has been cleaned up and the family of the former owner of #161 is here to finish cleaning out that unit to prepare for sale. Former Board President was approached in her garage by a homeowner who proceeded to harass her about things he didn't like about the HOA. She informed him she was not on the Board any longer and he continued to complain to her. Board members present at the meeting felt this was uncalled for and that was warranted and asked that he be notified that his actions were disappointing and that he should come to the HOA board meeting if he has issues to discuss.

APPROVAL OF AUGUST 2019 MINUTES

The approved July minutes were corrected by entry of the missing information and have been posted. The August minutes were presented for approval. Ken Kloppenborg moved that the minutes be accepted with one minor correction, Ken Ayers seconded the motion. All remaining board members agreed and the minutes were approved and will be posted on the website following correction. Ken Kloppenborg asked if the new owner in #131 had his mailbox and garage access keys delivered to him. Debbi assured this had been accomplished.

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. Debbi stated that she had included the reforecast report with the August Actuals

There was a question about being over-budget on the insurance payment from Jana Kosutova. The policy was a little higher than anticipated in the original budget, but there should not be an October or November payment to be made. Another question came up about the tree and branch removal – this was due to the ongoing maintenance of trees when winds kick up. It was noted that the landscapers did a really good job of cleaning up after removing limbs, etc.

It was noted that we were very fortunate this year to have not had any vandalism at the pool. Debbi noted that we had an actual \$5000 surplus this month and so she recommended that we

go ahead and transfer \$10,000 to the reserve fund. Mike Teague moved that we transfer the full \$10,000 to the reserve fund. Jana Kosutova seconded the motion and all remaining Board members present approved the transfer.

Mike Teague moved that the financials for August be approved as submitted. Ken Kloppenborg seconded the motion and all remaining Board members present approved the motion.

OLD BUSINESS

- A) Pool and Security System** –The pool restrooms have been closed and is scheduled to be winterized in the week following the meeting. A new cable lock has been put on the door to the pool that is not used.

The last version of the pool security proposal was at \$5,000-plus. Debbi rounded it up to \$7184 to include incidentals and labor and that is in the proposed budget that we already looked at. Under Account 9230 on page 3 of the proposed budget.

- B) Review and Revise HOA Policy Resolutions** – Still pending.

- C) Parking Lot Repairs and Striping/unit numbers in Parking Lots** – Walked the parking lot with the contractor and he now sees what we were talking about. A new proposal for corrections will be forthcoming which should be much lower than the original proposal because these are things THEY did not complete to specification.

- D) Replacement Reserve Fund Transfer** – As stated above, \$10,000 was approved for transfer to the reserve fund.

- E) Gutter Cover Removal** – Debbi will follow-up that the appropriate gutters near the pine trees have been removed.

- F) Garage & Property Inspection – follow-up** – Ken Ayers asked Debbi to please look again at Building 19. It appears there are still 3 holes in that garage in the dry wall and one of them exposes the bottom of a bathtub in one of the units. Debbi will be going through to recheck the buildings that had repairs to be made as follow up to the Garage inspections earlier this year. There are 14 sets of railings on balconies that need to be looked at for compliance with building codes.

- G) 2020 Budget Draft #2** – An email was sent out with the entire budget and the summary with just the key elements. August numbers have been added to these as well. Discussion ensued with regard to the type of items we can even propose to do for next year. The items cited are simply things that need to be done to maintain the property or to correct safety issues. We have no money for anything above and beyond maintenance. Another factor is that years ago, we got more interest on the money we set aside and now the interest rate is so low as to be virtually non-existent. The numbers may change slightly based on the person coming out to make recommendations on how to bring all the balconies to code.

- H) 2019-2020 Snow Removal** – ASanchez contract Board Approved by email and Board President Michael Teague signed it.

NEW BUSINESS

- A) Request for Attorney to attend Annual Meeting.** Michael Teague moved that we have a representative from the attorneys to be present at the annual meeting. This was seconded by Ken Ayers and all remaining Board members agreed, carrying the motion.
- B) #100 Deck Request for approval** – Michael Teague moved to accept the plans for the deck on Unit #100, this was seconded by Ken Ayers and remaining Board members agreed, carrying the motion.
- C) Extra Trash Dumping** – there continues to be dumping over the capacity of the dumpsters. Ken Ayer offered to the truck drive that he would throw things in that were outside the dumpster and the trash collector refused to back up the truck.

EXECUTIVE SESSION

At 7:31 pm – the Board went into Executive Session.

The delinquencies were discussed.

At 7:48 pm Executive Session was ended.

ADJOURNMENT

Checks were signed to pay invoices.

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 7:54 pm

NEXT MEETING DATE

The next Board Meeting will be held on Monday, October 14, 2019 for our regular meeting at the WMFR training building in the small conference room. The meeting will begin at 6:30 pm.

Respectfully submitted,



Cher Melichar, Secretary