

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

October 14, 2019

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. In attendance were, Treasurer, Jana Kosutova, Secretary, Cher Melichar; and Members at Large Ken Ayres and Ken Kloppenborg as Board Members, and Debbi King representing IPM Residential Property Management. As this body comprised a full quorum, the meeting proceeded.

HOMEOWNER FORUM

Just when we thought it had ended, there has been a renewal of vandalism in the neighborhood, especially in the vicinity of the pool cabana. There are large dents in the siding and the venting in the door has been bashed in, removing half of the slats. IPM will investigate a couple of leads based on homeowner reports.

Several residents have complained to one of the Board members about a resident who drives way too fast through the parking lots for safety. Neighbors have also reported high levels of noise (shouting, loud music, etc). The Board member reported the complaints at the meeting during the forum. Although Debbi has been asked to look into this, we are reminding homeowners that you should report these types of things directly to Debbi King at IPM, preferably in writing. If you witness misconduct and are able to take a picture, send it to her. Debbi will investigate as much as possible on the information provided, but it is most helpful to have infractions of rules documented in writing.

APPROVAL OF SEPTEMBER 2019 MINUTES

The September minutes were presented for approval. Mike Teague moved that the minutes be accepted with some minor corrections. Ken Ayers seconded the motion. All remaining board members agreed and the minutes were approved and will be posted on the website as corrected.

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. After some discussion and questions which were answered by IPM, Cher Melichar moved to accept the financials as submitted. Ken Kloppenborg seconded the motion, all remaining Board members approved and the motion carried.

OLD BUSINESS

- A) **Pool and Security System** – still pending for ratification by HOA members at the upcoming annual meeting.
- B) **Review and Revise HOA Policy Resolutions** – Approved by attorneys. 9 resolutions were signed by the Board.
- C) **Parking Lot Repairs and Striping/unit numbers in Parking Lots** – IPM is waiting for the contractor to schedule meeting for a walk-through on areas that were not done according to proposal. The contractor has been out of town, but has now returned. Debbi will follow-up.
- D) **Replacement Reserve Fund Transfer** – Debbi recommended only \$5,000 be transferred this month due to anticipated expenses coming up.
- E) **Gutter Cover Removal – Follow up** – Debbi will walk through with the landscapers to make sure the specified gutter toppers are removed when the pine needles are cleaned out of the gutters. At this point the gutter toppers in the areas where there are a lot of pine trees is more a hindrance than a help as the toppers cannot keep out the pine needles.
- F) **Garage & Property Inspection – follow-up** – Debbi is trying to schedule this again.
- G) **2020 Budget Draft #2** – Discussion took place to make sure everything is in order for the packets that will be sent out to homeowners for the Annual Meeting in December.
- H) **Request for Attorney to attend Annual Meeting.** – One of the attorneys has agreed to attend the annual meeting in case there are questions that need to be fielded by them.

NEW BUSINESS

- A) **Pool Door/siding damage.** This was discussed along with what is being done to repair the damages.
- B) **Pet station maintenance through the winter.** This contract was presented and approved by the entire Board. President Michael Teague signed the contract.
- C) All-Phase submitted a proposal for balcony repairs and the balcony railings to be brought up to code. Board approved and signed off on the contract to be scheduled for Spring 2020.

EXECUTIVE SESSION

At 7:15 pm – the Board went into Executive Session.

The delinquencies were discussed.

At 7:24 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 Kloppenborg seconded the motion. All members present agreed and the meeting was adjourned at 7:26 pm

NEXT MEETING DATE

The next Board Meeting will be held on Monday, November 11, 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,

A handwritten signature in blue ink that reads "Cher Melichar". The signature is written in a cursive style with a large initial "C".

Cher Melichar, Secretary