

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

February 8, 2021

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

II. HOMEOWNER FORUM

We welcomed several homeowners who joined our regular meeting to keep up with the challenges that face our meeting! We are grateful that homeowners are finding this an easy way to attend meetings. That being said, no one had any concerns to bring up, they just wanted to attend the meeting.

III. APPROVAL OF MEETING MINUTES

The minutes for two meetings failed to obtain approval through email for the meetings of both the regular December 2020 minutes and the January 11, 2021 were presented for approval. After a couple of minor corrections in transcription in the December minutes, Treasurer, Jana Kosutova moved to accept the minutes January Minutes, as presented, Member at Large, Ken Ayers seconded the motion. President Mike Teague moved to accept the minutes of the January 2021 meeting, seconded by Ken Kloppenborg, Member at Large. All other members were in agreement and the motion passed to approve both sets of minutes. The community will be given the opportunity to approve the December Annual Meeting minutes from 2020 during the next Annual Meeting, as usual. The minutes will, however, be posted on the website for community review.

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS for JANUARY 2021

The February Financials were sent out via email prior to the meeting for Board review and were presented for acceptance. No questions were raised and Secretary, Cher Melichar moved to accept the Financials as presented. President Mike Teague seconded the motion which was then presented for approval to the remainder of the Board. All members voted to pass the motion.

V. OLD BUSINESS

A) Replacement Reserve Transfer – Exceeded

Debbi let the Board know that, this month, we are in good enough shape this to place the full amount allotted plus an additional \$2300 for a total of \$15,000 to the reserve fund. President, Mike Teague, moved to approve placing \$15,000 to the reserve fund. Member

at Large, Ken Kloppenborg, seconded the motion. All remaining members being in agreement, the motion was passed and the designated amount will be moved to the reserve fund.

B) Pool Equipment Door Damage. – Pending – This remains on the back burner until next spring rather than spending the money now.

C) 2021 Landscape Contract – COMPLETED and signed

D) Garage Door PM Proposal – Gold Label Doors will do maintenance a couple of weeks at a time, going through the entire community for a cost of \$6300 plus any IPM time for being required onsite. Secretary, Cher Melichar, made a motion to accept the contract for preventive maintenance and the motion was seconded by President, Mike Teague. The remaining board members were in agreement and the motion passed. We will enter into a preventive maintenance contract with Gold Label. It was felt that in the long run we will save money by being pro-active and avoid possible damage to resident vehicles.

E) Pole Lights – Solar – Pending – We asked Member at Large Ken Kloppenborg to review the specs of the Solar pole lights as he has some expertise in that field. He reported that after reading all the materials he had some concerns to share with the Board. The poles are relatively light in weight at 17 lbs. each. He felt that the bolts, even in concrete, could be easily removed and the pole lights might walk away with vandals. He also felt that while the solar was free energy, the battery packs are required to be replaced every two years and the light bulbs are specialty bulbs. The battery packs are at a cost of \$40 each and the bulbs are pricey, as well and not very bright. The battery packs, when fully charged will only maintain light for 12 hours on the minimum brightness level. This means there are long stretches of time during the night when there would be no light on the pathways.

The Board thanked Ken for his report and all agreed that IPM should continue the search for replacement lights for the complex.

F) Grit in Water lines – With regard to grit being found in some water lines, the management company had the water lines scoped, but they were unable to find a break in any of the likely areas. They did recommend that the grit in the lines be collected from the various affected water taps and analyzed as they felt that might help pinpoint the likeliest source of the problem.

VI. New Business

A. Swimming Pool Maintenance Contract – Pending. Discussion ensued regarding whether we would be able to open the pool this year and how we could enforce Covid Restrictions without having someone at the pool at all hours to insure enforcement. One homeowner submitted a suggestion to Debbi which she shared with the Board. The suggestion was to see if residents would consider renting the pool for gatherings that meet Covid limits and that they would then be responsible for self-enforcement of the Covid restrictions. The Board felt this would be a stretch with no way to ascertain whether restrictions were maintained. The other issue is that it was felt residents would not be likely to want to pay for the additional renting of the pool in any event.

The Board agreed to put off making a decision for one more month to see if restrictions would be lifted.

VII. EXECUTIVE SESSION

Executive Session – was entered into at 7:13 pm when all homeowners are requested to leave the meeting.

- A. There was only one Homeowner Request submitted for the Board to consider and that was handled through email prior to the meeting.
- B. Delinquency Report was discussed.
- C. Review and approval of checks was completed via email earlier in the week.

At 7:20 pm Executive Session was ended.

VIII. ADJOURNMENT

There being no other business to discuss, President, Mike Teague, moved to adjourn the meeting, Treasurer, Jana Kosutova, seconded the motion, all members present agreed and the meeting was adjourned at 7:21 pm

NEXT MEETING DATE

The next regular Board Meeting will be the Annual Meeting which will be held on Monday, March 8, 2021. The location and the manner of the meeting will be online using a ZOOM meeting due to the developments of the spread of the Covid19 Pandemic. Restrictions have not only NOT been lifted, some restrictions are being heightened and re-instituted. The firehouse is still not allowing meetings to be held in the building and our normal room is too small to meet any of the guidelines, if they were being held there. The meeting will begin promptly on ZOOM at 6:30 pm.

The Board wishes to remind everyone that if you are planning to attend the meeting, **you will need to send a request to Debbi at IPM to be included and receive a link for the zoom meeting.** Meetings are open to all residents and the Zoom platform will handle as many people as wish to attend.

Also, if any homeowner has something they wish to be discussed or to present to the Board, they need to submit it through IPM well in advance of the meeting. Thank you for your understanding as we all continue to try to adapt to a new “normal” way of doing things.

Respectfully submitted,



Cher Melichar, Secretary