

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

April 12, 2021

I. CALL TO ORDER

The meeting of the Board of Directors of Second Jefferson Green Homeowners Association was called to order at 6:30 pm by Treasurer, Jana Kosutova. Also, in attendance were Secretary, Cher Melichar; and Members at Large Ken Ayres, and Ken Kloppenborg. Debbi King represented IPM Residential Property Management. President Michael Teague was absent. As attending Board members comprised a quorum, the meeting proceeded.

II. HOMEOWNER FORUM

We are pleased to welcome several homeowners to the monthly meeting each month! If you want to know what is involved in running the HOA, we encourage many more of you to join us for the zoom meetings. Currently it is easier than it has ever been because you can attend from home through a Zoom meeting. It allows you to hear some of the issues we deal with in running this HOA. We are grateful that homeowners are finding this an easy way to attend meetings and hope for even greater participation in our monthly meetings.

With warmer months approaching homeowners asked that we remind everyone to watch for children riding bicycles in the parking lots. We remind parents to caution their children to be on the lookout for cars and try to stay on the sides of the driving areas for safety reasons.

It was pointed out that there are several units with deep holes caused by rabbits digging in the yards that are causing issues as trip hazards. In other areas there are broken sprinkler heads which are interfering with proper irrigation and Debbi King will request that the landscaping team work on filling in these areas and checking the sprinkler heads as soon as possible.

III. APPROVAL OF MARCH 2021 MEETING MINUTES

The minutes for the meeting of March 2021 were presented for approval, Treasurer, Jana Kosutova moved to accept the minutes as presented, Member at Large, Ken Kloppenborg, seconded the motion. All other members agreeing, the motion passed, and the minutes were approved.

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS for APRIL 2021

The Financials were sent out via email prior to the meeting for Board review and were presented for acceptance. As everyone had an opportunity to look over the financials prior to the meeting and there being no comments or questions, Secretary, Cher Melichar, moved to approve the financials as presented and Treasurer, Jana Kosutova seconded the motion. All remaining Board members agreed, and the motion carried with the financials being approved as submitted.

V. OLD BUSINESS

- A) **Replacement Reserve Transfer** – once again, Debbi felt comfortable making a recommendation to fund the reserve account above normal amount for a total of \$15,000. Treasurer, Jana Kosutova, made a motion to place \$15,000 into the reserve fund from the operating fund this month. Secretary, Cher Melichar, seconded the motion. All other members were in favor and the motion carried.
- B) **Pool Equipment Door Damage.** – In progress – a new heavy duty grate for the damaged door is on order and should arrive soon so the door to the cabana may be properly repaired.
- C) **Parking Enforcement Contract** – Tabled – Since Ken Kloppenborg came upon a news story that mentioned a legal action against our parking lot enforcement vendor, the Board has continued to look into the information before making a decision on whether or not to continue our contract with them. Jana Kosutova found some new information to forward to Debbi that we will review at the next meeting.
- D) **Garage Door Preventive Maintenance Proposal** – Inspections of the large garage doors by Gold Label Doors has been completed. With a rising number of emergency repairs in the last couple of years as the buildings have aged, the Board accepted a proposal for Gold Label Doors to provide preventive maintenance. Parts for the oversized doors are sometimes difficult to obtain and, in some cases, must be fabricated. The doors are being lubricated and a report will be forthcoming as to which repairs will need to be made as a result of the inspections.
- E) **Pole Lights – Solar or alternative replacement** – In researching the possibility of solar lighting, it appears that there may be some drawbacks in such a pursuit. The batteries needed to sustain the solar lights would require frequent replacing and the lights, themselves, would not be able to sustain or produce the level of light we need for the entire night. After much research and discussion, the Board has asked Debbi to continue to look for alternative lights for the community.
- F) **Swimming Pool Maintenance Contract** – pending. Rather than spend the money to prepare the pool without assurance that we could allow anyone to use it, the Board has decided to only have the minimum required activities performed at this time. We will continue to monitor CDC and State

VI. NEW BUSINESS

- A) **PARKING LOT POT HOLE REPAIRS** – Pending. Three proposals were presented to the Board for parking lot repairs. The lowest bid was from Economy Paving, a company with which we have done business before when pool repairs had to be made. They did a very good job repairing the pool area and the Board was well pleased with the work they performed. After some discussion with regard to the other bids, Treasurer, Jana Kosutova moved to accept the bid presented by Economy Paving. The motion was seconded by Member-at-Large, Ken Kloppenborg. The rest of the Board agreed and the motion was accepted.
- B) **POSSIBLE LAWSUIT** – A former homeowner has sent a letter proposing that the Homeowners Association should reimburse them for repairs to their unit when a puncture of a waterpipe was discovered in an outside wall of their unit. The former owner feels the HOA is liable for the damages due to what the repair company deemed was caused by a

hole created by a nail in the building siding. An Insurance claim has been filed and this has been turned over to the attorney for their review.

VII. EXECUTIVE SESSION

Executive Session – The board entered executive session at 7:22 pm. To protect the privacy of our residents, all non-Board members are asked to leave at that time, since confidential information is discussed during this part of the meeting.

- A. The only requests were for the addition of decks and these were reviewed by the Board.
- B. Delinquency Report was discussed.
- C. Review and approval of checks was completed via email earlier in the week.

At 7:36 pm Executive Session was ended.

VIII. ADJOURNMENT

There being no other business to discuss, Treasurer, Jana Kosutova, moved to adjourn the meeting, Member-at-Large, Ken Ayers, seconded the motion, all members present agreed and the meeting was adjourned at 7:38 pm

NEXT MEETING DATE

The next regular Board Meeting will be the Annual Meeting which will be held on **Monday, May 10, 2021 at 6:30 pm**. The location and the manner of the meeting will be online using a ZOOM meeting due to continuing Covid19 Pandemic precautions. Restrictions are still fluctuating and since this is working and, in fact, providing opportunities for more people to attend, we are sticking with the Zoom format.

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 in place to be held there. The meeting will begin promptly on ZOOM at 6:30 pm. All homeowners are invited to request a zoom link in order to attend prior to the meeting by contacting Debbi King with IPM.

Also, if any homeowner has something they wish to be discussed or to present to the Board, they should submit it through IPM well in advance of the meeting. We can have enough additional people attend a ZOOM meeting to accommodate representatives from all units in the HOA. Please watch the newsletters for further instructions on how to attend these meetings.

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