

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

October 11, 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 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 all Board members were present, the meeting proceeded.

II. HOMEOWNER FORUM

Mike welcomed homeowners who were attending tonight's Zoom meeting. Thank you for attending!

A homeowner asked about why the HOA is no longer painting the stoops on the front porches. Another homeowner asked about whether Debbi could give them the colors for the paint. Debbi stated that the best way to match it is to take a chip of paint to Home Depot and they match the colors very accurately. Jana said they have done that and were able to get a small can of paint that matched for about \$4 that would more than do the job of painting the front of the step.

A homeowner questioned why Debbi attends the Board meetings. It was explained that, as property manager she is required to attend the meetings and responsible for preparing the Agenda and presenting materials used in the meetings.

One homeowner gave kudos to the management company and board for a repair we got completed to try to get the drainage problem resolved in an area against the building that had water backing up against the foundation.

A question was asked about when the sprinkler system would be winterized. Debbi said that was on the list of items to be completed by the landscapers and Mike mentioned that he thought we had decided on the last week in October for that.

III. APPROVAL OF SEPTEMBER 2021 MEETING MINUTES

The minutes for the meeting of September 13, 2021 were presented for approval via email, but not everyone approved them. Treasurer, Jana Kosutova mentioned some inconsistencies. Cher will review the minutes against the meeting recording and make necessary revisions. President, Mike Teague moved to accept the minutes with the provision that the corrections cited by Jana be made. Member-at-Large Ken Kloppenborg seconded the motion. Remaining members concurred and the motion passed.

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR SEPTEMBER 2021

The Financials were sent out via email prior to the meeting for Board review and were presented for acceptance. There were no corrections requested. Secretary, Cher Melichar moved that the Financials be approved as presented. Member-at-Large Ken Ayers 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** – pending – We received some large invoices this month and Debbi recommended that we were not in a position to make a contribution to the reserve fund this month. In light of the fact that we were able to make more than double the contribution last month, the Board agreed to forego the deposit this month. We are finally up to over \$441,169 in the reserve account, so we are making headway.
- B) **Entry Door / Stoop #76-Problem** – pending – The Board approved the contract from Sanchez on this. There was a hiccup on getting one of the vendors out to assist with this and so Debbi has assurances from them to be out in order to get the job finished. The stoops fit right up against the foundation and have to be done in a way that won't interfere with the door opening.
- C) **Insurance Claim for Former owner of #156** –pending – Last communication showed that all former insurance companies have been contacted and all have denied the claim based on there being no coverage for that particular item. The attorney had stated that this is not something that is normally included in coverage so that would make sense. We are now waiting on the attorneys to let us know the next steps. The other party has not even agreed on arbitration at this point in time.
- D) **Budget Draft** – The budget is almost set. No large projects are planned as the Board has discussed concentrating on building up the reserve account in accordance with the recommendation of the auditors. The budget is projected to move \$15,561 per month to the reserve account in the next year as opposed to the \$10,200 per month that was budgeted this year. The Board met to go over the final budget proposal for 2022. We will be asking for \$10 increase for next year, most of which is targeted for the reserve fund. No large projects have been included in an effort to build up that fund as much as possible.

A homeowner asked about the lights around the properties. Some are not stable because children have been trying to hang and swing from the lights which only exacerbates the issue. As Debbi stated, we have tried reinforcing the light poles, but there is not a lot to work with at this point. The solar lights we looked at previously turned out to require battery pack replacements about every 2-3 years, which were very pricey and defeated the purpose of being solar. Also the batteries would not store enough energy to keep the lights on all night which would be a problem in and of itself. We have been replacing all lights with LED bulbs to increase the light and the fact that they are long-lived. We continue to seek out reasonable and appropriate replacements,

but nothing has come to light that would work and not be too costly to be practical.

Mike Teague moved to accept the proposed Budget as presented with the \$10 monthly increase Jana 2nd.

- E) Dropped Sidewalks Replacement** – pending – Sanchez entered a bid because he was concerned about the fact that the last contractor who replaced sidewalks caused him to have to replace a lot of the irrigation lines because they were filled with sand which he claimed was done by the other contractors last year. There is one bid that includes a stoop, but that is only for the stoop at unit #76 because of the issues in that building with water drainage. Mike asked if Debbi could get another bid from economy would submit a bid that included the sidewalk in the area of unit #76, as well. Debbi will make that request.
- F) Painting Estimates Bldg. #27 and #24.** – completed – except for one more paint issue on building 41 which they are coming back to look at in the next week or so to complete.

VI. NEW BUSINESS

- A) Flag and signage Resolution** – Pending – Debbi is recommending that we have the attorney draft a resolution to comply with some new laws governing homeowner associations such as ours. We are allowed to determine types and size of flags and signage that we will allow. We have never had anything in writing. With political signs at an all time high, we need to set size and manner in how these things are displayed. How much can be dictated regarding content is better determined by having the attorneys do that research. Cher Motioned to send to Attorney and Ken K. 2nd.
- B) EV Resolution** – pending – Now that we have found at least one resident plugging in to the HOA electricity for their Electric Vehicles. This is being addressed separately, but we need to have a policy. Secretary, Cher Melichar moved to have the attorneys draft policies and resolution for both Flags and Signage, as well as a policy for Electric Vehicle charging. to make sure we are on firm legal ground. Cher Motioned to send to Attorney and Ken K. 2nd.

VII. EXECUTIVE SESSION

Executive Session – The board entered executive session at 7:20 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. Homeowner Requests – There was one request for a new front door that was approved.
- 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, November 8, 2021 at 6:30 pm**. The Firehouse has some continuing restrictions on meeting rooms and room rental has gone up to \$250 for the very small room we used in the past. During the COVID restrictions the Board has, in fact, found that more people have attended meetings in this manner than when we met in person. With the possible exception of the Annual meeting, the Board has agreed to remain with the Zoom format. We will have to make a decision on the Annual meeting by the November meeting.

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. These items may be discussed at the beginning of the meeting during the Homeowners Forum. 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.

Respectfully submitted,



Cher Melichar, Secretary