

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

**January 09, 2023**

**I. CALL TO ORDER**

The regular monthly meeting of the Board of Directors of the Second Jefferson Green Homeowners Association was called to on January 09, 2023, at 6:31 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova; and Members-at-Large Ken Ayres and Ken Kloppenborg representing the Board. Debbi King represented IPM Residential Property Management. All other members of the Board being present and constituting a quorum, the meeting proceeded.

**II. HOMEOWNER FORUM**

There were three (3) Homeowners attending the meeting this evening.

President Mike Teague opened the floor to any homeowners who had questions or comments they would like to have addressed. One homeowner asked about sanding the north facing garages. Debbi will remind the contractor to did this as she already sent an earlier email regarding this matter.

**III. APPROVAL OF DECEMBER 2022 MEETING MINUTES**

The minutes for December were previously sent out via email for review, but since not everyone had responded with approval. Jana noted Section IV. Review of Financial Report had business from November meeting that needed to be removed. President, Mike Teague then moved to accept the minutes with deletion of that section, but otherwise, as presented. Treasurer, Jana Kosutova seconded to accept the minutes, with that provision. Remaining members agreed and there being no objections, the motion for approval of the last month's minutes was passed. The minutes will be modified accordingly for the December meeting.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR DECEMBER 2022**

The Financials are sent out via email prior to the meeting to allow the Board members to review ahead of time. These were presented for acceptance. Treasurer, Jana Kosutova noted the expenses for the broken Water Main Line repair/replacement were coded in with Sewer Plumbing expenses and should be reclassified to the Water Line Repair account.

Member-at-Large, Ken Kloppenborg, moved that we approve the financials as presented with the requested reclassification for the month of December. President, Mike Teague, seconded the motion, all other members present agreed, and the motion carried.

**V. OLD BUSINESS**

- A) **Replacement Reserve Transfer** – Pending – Debbi recommended a transfer of \$20,000 to the Reserve fund this meeting. Treasurer, Jana Kosutova moved to approve the transfer as recommended. Member-at-Large, Ken Kloppenborg seconded this. Remaining members agreed and there being no objections, the motion to approve the fund transfer passed.
- B) **Common Area Lighting** – Pending – Member-at-Large, Ken Kloppenborg only just returned to town recently and has not had time to inspect the updated lighting and plans to do so sometime in the next few weeks. President, Mike Teague recommends to consider installing a lower wattage light bulb if available but wants to hear Member-at-Large, Ken Kloppenborg opinion first. Board will continue this matter to next month's meeting in February.
- C) **Parking Lot Removal/Replacement Project/Trash & Recycle bin areas** – Pending – Debbi will contact the contractors to arrange a meeting as soon as weather conditions clear to allow visual review.
- D) **Sidewalk Repairs:** - Pending –Debbi will have to solicit some more bids for repairing these low areas where sidewalks have been sinking in the Spring.
- E) **Parking Enforcement Change** – Board requested Debbi contact Colorado Advanced Parking to get information regarding their parking enforcement program.
- F) **Main Water Supply Isolation Valves** – Board determined it best to wait until Spring and cleared weather to rent high-powered metal detector to search for missing isolation valve.
- G) **Snow Removal Liability** – President, Mike Teague motioned to have snow removal continued on all original entry stoops and connecting sidewalk, Member-at- Large, Ken Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

## VI. NEW BUSINESS

- A) **Broken Water Main Insurance Claim** – Pending – Claim has been filed with HOA's insurance carrier.

## VII. EXECUTIVE SESSION

**Executive Session** – The Board entered Executive Session at 7:00 pm.

- A. **Homeowner Requests** – Three homeowner requests this meeting. Debbi has been sending out applications for people seeking to install handrails.
- B. **Delinquency Report** – Discussion occurred; no action was taken.
- C. **Review and approval of checks** was completed via email earlier in the week.

At 7:24 pm Executive Session was ended.

## **VIII. ADJOURNMENT**

As all issues on the current agenda were completed, President Mike Teague, moved to adjourn the meeting. Member-at-Large Ken Ayres seconded the motion. There being no objection the meeting was adjourned at 7:25 pm

Respectfully submitted,

Debbi D. King, IPM Residential, LLC

## **NEXT MEETING DATE**

The next regular meeting of the Second Jefferson Green HOA will commence on **Monday, February 13, 2023, at 6:30 PM via Zoom link** All homeowners are invited to request a zoom link prior to the meeting by contacting Debbi King with IPM.