

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

**April 10, 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 April 10, 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 when Spring clean up was planned for the North end of the property.

**III. APPROVAL OF MARCH 2023 MEETING MINUTES**

The minutes for March were previously sent out via email for review, and President, Michael Teague moved to approve the meeting minutes as presented. Treasurer, Jana Kosutova seconded the motion, all other members present agreed and motion carried.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR MARCH 2023**

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, moved that we approve the financials as for the month of March 2023. President, Michael 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 \$15,000 to the Reserve fund this meeting. President, Michael Teague 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 –**Board members each inspected the newly installed bulbs with dimmer wattage and approved to move forward with them to be installed in Lots#1 and #2.

- C) **Parking Lot Removal/Replacement Project/Trash & Recycle bin areas** – Pending – Asphalt Replacement/ Repairs is scheduled for Lots #1 and #2 to begin early May 2023
- D) **Sidewalk Repairs:** - Pending –Debbi will have to solicit some more bids for repairing these low areas where sidewalks have been sinking in the late Spring.
- E) **Parking Enforcement Change** – Approved – Discussion was had regarding Homeowner who is required to drive different company vehicle changing out bi-weekly. Board discussed allowing for this one to affix a parking permit to an mirror hanger to be used in each vehicle as changed out. Homeowner will be required to notify IPM of vehicle information each time. President, Michael Teague moved to approve the permit placard as discussed. Treasurer, Jana Kosutova seconded the motion, all other members present agreed and motion carried.
- 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) **Broken Water Main Insurance Claim** – In-Progress – Claim has been filed with HOA's insurance carrier. Restoration works underway and not completed at time of this meeting.

## VI. NEW BUSINESS

- A) **Slip and Fall Claim** – Insurance claim has been filed and is under review with Adjustor.

## VII. EXECUTIVE SESSION

**Executive Session** – The Board entered Executive Session at 7:05 pm.

- A. **Homeowner Requests** – Two (2) homeowners request this meeting. Board approved request to replacement of storm and entry door via emails in this period. Board approved waiving March late fee for one homeowner.
- B. **Delinquency Report** – Discussion occurred; no action was taken.
- C. **Review and approval of checks** was completed via email earlier in the week and month.

At 7:27 pm Executive Session was ended.

## VIII. ADJOURNMENT

As all issues on the current agenda were completed, President Mike Teague, moved to adjourn the meeting. Treasure, Jana Kosutova seconded the motion. There being no objection the meeting was adjourned at 7:30 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, May 08, 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.