

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

**May 08, 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 May 08, 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 two (2) 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. No homeowner had questions or comments this month.

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

The minutes for April 2023 were previously sent out via email for review, and approved.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR APRIL 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.

. President, Michael Teague, moved that we approve the financials as for the month of April 2023. Member-at-Large, Ken Kloppenborg, 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 \$33,000 to the Reserve fund this meeting. President, Michael Teague moved to approve the transfer as recommended. Treasure, Jana Kosutova seconded this. Remaining members agreed and there being no objections, the motion to approve the fund transfer passed.

**B) Common Area Lighting** – Pending –Lighting replacement project currently underway for Bldgs. #1 – Bldg. #13 as budgeted.

**C) Parking Lot Removal/Replacement Project/Trash & Recycle bin areas** – Underway – Asphalt Replacement/ Repairs for Lots #1 and #2 began 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) **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.
  
- F) **Broken Water Main Insurance Claim** – In-Progress –Restoration was completed and paid for.
  
- G) **Slip and Fall Claim** – Insurance claim has been filed and is under review with Adjustor.

## VI. NEW BUSINESS

- A) **Replacement Reserve Funds to CD Investment** – Pending – President, Michael Teague, moved to approve the transfer. Treasurer, Jana Kosutova seconded this. Remaining members agreed and there being no objections, the motion to approve the investment into CD's was approved.
  
- B) **2022 Audit \$110,769 RR Fund to forgive interfund obligation** – Pending – Treasurer, Jana Kosutova motioned to approve the forgiveness of the interfund obligation as per Auditor, Ryan Lee report. President, Michael Teague, seconded this. Remaining members agreed and there being no objections, the motion was approved.
  
- C) **2022 Audit Review and Approval** – Pending – Member at Large, Kenneth Kloppenborg, motioned to approve the 2022 Audit Report. President, Michael Teague, seconded this. Remaining members agreed and there being no objections, the motion was approved.

## VII. EXECUTIVE SESSION

**Executive Session** – The Board entered Executive Session at 6:50 pm.

- A. **Homeowner Requests** – One (1) homeowner request this meeting. Board approved request to replacement the handrail at unit entry door
  
- 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 7:05 pm Executive Session was ended.

## VIII. ADJOURNMENT

As all issues on the current agenda were completed, President, Michael Teague, moved to adjourn the meeting. Member at Large, Kenneth Kloppenborg seconded the motion. There being no objection the meeting was adjourned at 7:07 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, June 12, 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.