

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

**June 12, 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 June 12, 2023, at 6:30 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 had questions and/or comments regarding weed maintenance in the 3' rocked areas around each building throughout the community. Board plans to address. Also reported downspout on building #6 was damaged and not reinstalled properly. Complaint of trash dumpsters sitting in Lots #1 and #2 due to lack of ramp back into enclosure and Lot #6 bin has broken wheel. Homeowners shared they are very pleased with new building lights in lots #1 and #2.

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

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

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR MAY 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 May 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 \$15,000 to the Reserve fund this meeting. Member at Large, Kenneth Kloppenborg moved to approve the transfer as recommended. President, Michael Teague seconded this. Remaining members agreed and there being no objections, the motion to approve the fund transfer passed.

- B) Common Area Lighting** – Underway –Lighting replacement project currently underway for Bldgs. #1 – Bldg. #13 as budgeted.
- C) Parking Lot Removal/Replacement Project/Trash & Recycle bin areas** – Completed – Asphalt Replacement/ Repairs for Lots #1 and #2 began early May 2023. Avila plans to install Trash Enclosures for the Recycling bins (weather pending) this week.
- D) Sidewalk Repairs:** - Pending –Debbi will have to solicit some more bids for repairing these low areas where sidewalks have been sinking during upcoming Board Property Inspections.
- 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) Slip and Fall Claim** – Insurance claim has been filed and is under review with Adjustor.

## **VI. NEW BUSINESS**

- A) **Pool Fence Light Fixtures** – Pending – Board approved to consider proposal to replace all nine (9) light fixtures.

## **VII. EXECUTIVE SESSION**

**Executive Session** – The Board entered Executive Session at 6:53 pm.

- A. **Homeowner Requests** – Three (3) homeowner request this meeting. Board approved request to install patio pavers next to entry stoop of one unit and to paint the garage door trim of building #1. Board declined approval to replace lawn with sod for building #38.
- 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 7:25 pm Executive Session was ended.

## **VIII. ADJOURNMENT**

As all issues on the current agenda were completed, President, Michael Teague, moved to adjourn the meeting. Treasurer, Jana Kosutova 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, July 10, 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.