

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

September 11, 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 September 11, 2023, at 6:30 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova; and Members-at-Large Ken Ayres. Ken Kloppenborg, was absent for this meeting. 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 five (5) 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 complained the new trash dumpsters are smaller than previous bins. Another homeowner stated the kickplate painting was completed and request again for the landscaper to contact her regarding needed 3' rock area project.

III. APPROVAL OF AUGUST 2023 MEETING MINUTES

A) The minutes for August 2023 were previously sent out via email for review but not fully approved. Treasurer, Jana Kosutova moved to approve the August Meeting Minutes, President, Michael Teague seconded this. Remaining members agreed and there being no objections, the motion to approve the approval of August Meeting Minutes passed.

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR AUGUST 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 August 2023. Treasurer, Jana Kosutova seconded the motion, all other members present agreed, and the motion carried.

V. OLD BUSINESS

B) Replacement Reserve Transfer – Pending – Debbi did not recommend a transfer of \$15,000 to the Reserve fund this meeting due to low funds in Operating Account.

C) Common Area Lighting – Pending –Lighting replacement project currently budgeted for Bldgs. #3 – Bldg. #5 in 2024.

- D) **Pool Light replacement**– Completed.
- E) **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.
- F) **Main Water Supply Isolation Valves** – Tabled for 2024.
- G) **Slip and Fall Claim** – Insurance claim has been filed and is under review with Adjustor. No further update to date.
- H) **2024 Lot #3 and #5 Parking Lot Repairs** – Scheduled – Board has approved to move forward with Lots #3 and #5 for 2023.
- I) **2024 Budget Preparations** – Pending – Board requested funds to be allocated for further sidewalk repairs and Isolation Valves (phased vs. all at one-time). Board will meet for planning session dinner before month's end.
- J) **2023 Building/ Garage Inspections** – Pending – Debbi sent out spreadsheet for Board to schedule available inspections dates and times and need Board members to respond for Lot #6. All other lots have been completed and Debbi working to send out Violation Notifications.
- K) **Building #1 Garage Door Trim Paint** – Completed.
- L) **Garage Door Replacement Project** – Tabled – Board wants to continue discussion of this project at a later time.

VI. NEW BUSINESS

- A) **2023 – 2024 Insurance Policy Renewal** – Pending – Board was informed Traveler's is planning to issue a non-renewal on the current policy due to existing Aluminum Wiring. Broker is looking for new options and quotes at this time. Planning for significant premium increase for 2024 Budget.
- B) **October HOA Board Meeting** – Reschedule needed. Board agreed to reschedule this meeting for October 16th due to travel conflicts for Debbi, IPM.

VII. EXECUTIVE SESSION

Executive Session – The Board entered Executive Session at 7:10 pm.

- A. **Homeowner Requests** – Three (3) homeowner request this meeting. Board approved revised from Ranch unit owner. Board rejected request by homeowner for HOA to pay for tree removal from 3' rocked area but Board approved to offer reasonable payment plan. Board considered but did not approve the request from homeowner to grandfather bricked

planters added during Covid without HOA Approval. Board wants more information as to total expenses related to irrigation line replacement in same area following the planter installation for homeowner to reimburse.

B. **Delinquency Report** – No Discussion occurred this period.

C. **Review and approval of checks** was completed via email earlier in the week and month.

At 7:20 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 Ayers seconded the motion. There being no objection the meeting was adjourned at 7:20 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, October 16, 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.