

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

March 11, 2024

I. CALL TO ORDER

The regular monthly meeting of the Board of Directors of the Second Jefferson Green Homeowners Association was called to order on March 11, 2024, at 6:36 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova , Secretary, Alma Hernandez and Member-at-Large, Ken Ayres. Member-at-Large, Ken Kloppenborg was unavailable to attend 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 six (6) Homeowners attending the meeting this evening.

President, Michael Teague opened the floor to any homeowners who had questions or comments they would like to have addressed and Homeowner asked questions about the repair needed on her unit's exterior main water shut off valve. Board explained this is homeowner responsibility as it belongs to the unit directly as per SJG Restated and Amended Declarations.

III. APPROVAL OF FEBRUARY 2024 MEETING MINUTES

A) The minutes for February 2024 were previously sent out via email for review and fully approved.

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR FEBRUARY 2024

The Financials are sent out via email prior to the meeting to allow the Board members to review ahead of time and these were presented for acceptance.

Treasurer, Jana Kosutova moved to accept the financials as presented, and President, Michael Teague seconded the motion, all other members present agreed, and the motion carried.

V. OLD BUSINESS

A) **Replacement Reserve Transfer** – Pending – Debbi did recommend a transfer of \$16,000 to the Reserve fund this meeting. President, Michael Teague moved to approve the transfer as recommended, and Member-at-Large, Kenneth Ayers seconded the motion, all other members present agreed, and the motion carried.

- B) Common Area Lighting** – Pending –Lighting replacement project currently budgeted for Bldgs. #14 - #18; #21-#22 and Bldgs. #23 – Bldg. #32 in 2024. Debbi contacted SJO to set up Schedule for Late Spring or Early Summer.
- C) Sidewalk Repairs:** - Approved –Contract approved and signed. Work is being scheduled for Late Spring or early Summer for warm and dry weather.
- D) Main Water Supply Isolation Valves** – Tabled for 2024.
- E) 2024 Lot #4 and #6 Parking Lot Repairs** –Approved. Contract signed and project is being scheduled for May, 2024.
- F) Proposed Irrigation Changes for Water Savings** – Approved.
- G) Action Pools 2024 Contract** – Approved and Contract signed.
- H) Garage Door Deadbolt plan** – Approved and Debbi will send out communication to Homeowners to explain approved plan for this project.
- I) Roof Repair ACI** – Approved and Completed.

VI. NEW BUSINESS

- A). Main Water Supply Line Break – Pending** – Board discussed recent Main Water Line break was due to unit’s supply line breaking away from HOA main and therefore cost of repairs are unit responsibility as per SJG HOA Declarations. Jana will meet with homeowner with map to better explain to homeowner. Board recommended homeowner include invoices in her insurance claim. Board is split when determining whether HOA should share expense of this repair and deferred to Member-at-Large, Ken Kloppenborg to make the final tie breaking decision via email conversation when he is available.
- B). Update SJG Rules and Regulations – Pending** – Debbi will be adding verbiage to clarify requiring Guest Parking Permit Hanger to park in Visitor Parking Spaces. Board is requested to review current Rules and Regulations to consider changes or additions needed to be more current.

VII. EXECUTIVE SESSION

Executive Session – The Board entered Executive Session at 6:57 pm.

- A. Homeowner Requests** – Homeowner requested HOA mud jack deck and sidewalks sinking due to overwatering. Jana wants to inspect before Board makes a decision on this request.
- B. Delinquency Report** – Board reviewed and discussed February Delinquency Report. President, Michael Teague motioned to send unit #30 account to Attorney for collections.

Secretary, Alma Hernandez seconded the motion, all other members present agreed, and the motion carried.

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

At 7:29 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 7:29 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, April 08, 2024, 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.