

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

MAY 13, 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 May 13, 2024, at 6:30 pm by Treasurer, Jana Kosutova. Other members in attendance were Secretary, Alma Hernandez, and Member-at-Large, Ken Kloppenborg. President, Michael Teague and Member-at-Large, Ken Ayres were 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 four (4) Homeowners attending the meeting this evening.

Treasurer, Jana Kosutova opened the floor to any homeowners who had questions or comments they would like to have addressed. Homeowner requested landscapers be reminded to blow grass clippings into the center of the lawn and away from walkways and stoop/ decks. Homeowner complained there is poor lighting between buildings that have new light fixtures.

III. APPROVAL OF APRIL 2024 MEETING MINUTES

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

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR APRIL 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 Secretary, Alma Hernandez 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. Member-at-Large, Ken Kloppenborg moved to approve the transfer as recommended, and Treasurer, Jana Kosutova 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. Project is currently

underway. Board needs to select a new light fixture as the previous one has been discontinued and no longer available.

C) Sidewalk Repairs: - Completed

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) Garage Door Replacement Project – Tabled for further discussion in future.

G) Garage Door Deadbolt plan – Approved and Debbi will send out communication to Homeowners to explain approved plan for this project. Letter prepared pending Board approval.

H) Updated SJG Rules and Regulations – Pending

I) Trash Enclosure for Lots #4 and #6 – Approved and project pending.

VI. NEW BUSINESS

A). Exterior Replacement Light Fixtures – Pending – Previously installed light fixtures have been discontinued. Board requested contractor purchase both option fixtures so they can physically exam them before making a decision.

B). Roof Inspections – Approved via email – ACI will inspect every roof and prepare and repair estimate according for \$100 per building and cost will be deducted from repair costs.

VII. EXECUTIVE SESSION

Executive Session – The Board entered Executive Session at 7:01 pm.

A. Homeowner Requests – Homeowner requested to revise payment arrangement. Board approved.

B. Delinquency Report – Board reviewed and discussed March Delinquency Report.

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

At 7:17 pm Executive Session was ended.

VIII. ADJOURNMENT

As all issues on the current agenda were completed, Treasurer, Jana Kosutova, moved to adjourn the meeting. Secretary, Alma Hernandez seconded the motion. There being no objection the meeting was adjourned at 7:17 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 10, 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.