

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

JULY 08, 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 July 08, 2024, at 6:31 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova , Secretary, Alma Hernandez, and Members-at-Large, Ken Kloppenborg, Ken Ayres 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 three (3) Homeowners attending the meeting this evening.

by President, Michael Teague opened the floor to any homeowners who had questions or comments they would like to have addressed. No questions or concerns were voiced at that time.

III. APPROVAL OF JUNE 2024 MEETING MINUTES

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

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR JUNE 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 pointed out an invoice needing to be reclassified to the correct account. President, Michael Teague moved to accept the financials as presented with the recommended reclasses, 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 President, Michael Teague 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) **Main Water Supply Isolation Valves** – Tabled for 2024.
- D) **Garage Door Replacement Project** – Tabled for further discussion in future.
- E) **Updated SJG Rules and Regulations – Pending** – Treasurer, Jana Kosutova pointed out an error in some numbering and formatting of the document. President, Michael Teague moved to accept the Revised Rules and Regulations with the recommended reformatting and corrections, and Secretary, Alma Hernandez seconded the motion, all other members present agreed, and the motion carried.
- F) **Trash Enclosure for Lots #4 and #6 – Approved** and project underway pending material delivery.
- G) **2023 Audit for Approval – Pending** President, Michael Teague moved to approve the 2023 Audit report. Treasurer, Jana Kosutova seconded the motion, all other members present agreed, and the motion carried.

VI. NEW BUSINESS

- A). **2025 Budget Draft #1 – Pending** Board members reviewed first draft of 2025 Budget and will continue to review over next two months to better determine if any assessment increase will be required.
- B). **2025 Property Signage - Pending** Board approved to gather estimates to replace all the parking lot entrance signage for 2025 Budgeting.
- C.) **Pool Security Cameras – Pending** Debbi recently met with IT Tech to review what cameras will be needed for pool surveillance and expecting estimate to be presented to Board by next month meeting.
- D.) **Roof Inspections** – Inspection Report and repair estimate is expected by next month's meeting.

VII. EXECUTIVE SESSION

Executive Session – The Board entered Executive Session at 6:56 pm.

- A. **Homeowner Requests** – Several Homeowner requested including: Late Fee to be waived – Approved; and ADA Temporary Ramp installation – Approved.

B. B. Delinquency Report – Board reviewed and discussed June Delinquency Report. Unit #157 has failed to pay for over three months and has not responded to 30-day Letter. President, Michael Teague moved to move forward with sending to Attorney for Collections. Member-at-Large, Ken Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

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

At 7:22 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 7:22 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, August 12, 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.