

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

**JUNE 10, 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 June 10, 2024, at 6:32 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 MAY 2024 MEETING MINUTES**

**A)** The minutes for May 2024 were previously sent out via email for review and but not fully approved. by President, Michael Teague, motioned to approve the May 2024 Meeting Minutes. Member-at-Large, Ken Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR MAY 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 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 – Board requested more time to review Attorney recommended changes before voting.

**F) Trash Enclosure for Lots #4 and #6** – Approved and project underway.

## **VI. NEW BUSINESS**

**A). 2023 Audit for Approval – Pending** Board members determined to postpone approval to next meeting to allow all members more time to review audit report.

**B). Replacement Reserve Fund Interfund Obligation – Pending** President, Michael Teague, motioned to forgive obligation from the Replacement Reserve Fund to the Operating Account. Treasurer, Jana Kosutova and Secretary, Alma Hernandez seconded the motion, all other members present agreed, and the motion carried.

**C.) Auditor Recommended Increase in Fidelity Policy – Pending** President, Michael Teague, motioned to approve the \$300,000 Fidelity Policy increase. Member-at-Large, Ken Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

**D.) Pool Vandalism** - President, Michael Teague, motioned to move forward with criminal charges against teens responsible for the vandalism. Member-at-Large, Ken Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

## **VII. EXECUTIVE SESSION**

**Executive Session** – The Board entered Executive Session at 7:07 pm.

**A. Homeowner Requests** – Several Homeowner requested including: New deck installation – Approved; Late Fee to be waived – Approved; New Storm Door installation – Approved and ADA Ramp installation – need Reasonable Accommodation form completed.

**B. Delinquency Report** – Board reviewed and discussed May Delinquency Report. Unit #94 executed Payment Arrangement approved in February. Then notified Board she needed to amend the agreement to start July 1<sup>st</sup>. Board approved one time request in May however, homeowner has failed to sign new agreement after several attempts and reminders sent email. Board instructed Debbi to email one more time with the amended agreement and let homeowner

know she had 48-hours to get the new payment arrangement executed or it would move forward to consider payment arrangement already in place in default and to back charge all months of Late Fees and Interest Fees accordingly and to forward to Attorney for collections. Treasurer, Jana Kosutova moved to move forward with these instructions. 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 7:27 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, Ken Kloppenborg seconded the motion. There being no objection the meeting was adjourned at 7:27 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 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.