

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

DECEMBER 09, 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 December 09, 2024, at 7:00 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova , Secretary, Alma Hernandez, Members-at-Large, Ken Kloppenborg and 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 twenty-nine (29) Homeowners attending the meeting this evening.

Since Annual Meeting already included Homeowner Forum this was not repeated.

III. APPROVAL OF NOVEMBER 2024 MEETING MINUTES

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

IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR NOVEMBER 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 not recommend a transfer of \$16,000 to the Reserve fund this meeting due to lack of available funds following the 25% Insurance Renewal Premium payment had to be made recently.

B) **Common Area Lighting – Completed** –Lighting replacement project currently budgeted for Bldgs. #14 - #18; #21-#22 and Bldgs. #23 – Bldg. #32 in 2024. Bldgs. #33 - #42 are budgeted to be completed in 2025 which will conclude this project.

C) **Property Signage – Pending** – Debbi presented the Board with estimates for new property signage with 2 options. Additionally, estimate for building signage provided to Board for

consideration. Board requested signage material samples for further consideration. Samples were delivered to the Pool Cabana for Board to inspect.

D) Roof Inspections – Pending – Inspections of attic units still underway and pending results.

E) Chimney Repairs – Completed– All Chimney repairs have been completed as contracted.

F) Balcony Shade – Pending Board discussed pros and cons to allowing the Balcony shades for relief from sun. Board set goal to finalize policy regarding allowing the Balcony Shades to be completed by January 13th meeting.

G) Parking Lot Seal & Stripe Quotes – Debbi is working to gather additional quotes.

H) 2024 Replacement Reserve Study – Pending – Hard copy and digital version provided to Board for review and approval. Debbi reminded Board they need to review as soon as possible to complete the needed changes as applicable to be able to approve the report so it can be posted to the website.

VI. NEW BUSINESS

A). Vote to Amend 2025 Budget – Pending- The Insurance Renewal offer came in at a savings of approximately \$80 per unit per year so Board discussed reducing the 2025 Budgeted fee from \$485/mo. to \$435/mo. President, Michael Teague moved to accept the new \$435 fee for 2025 as presented, and Treasurer, Jana Kosutova seconded the motion, all other members present agreed, and the motion carried.

B). Corporate Transparency Act Compliance Policy – Pending – Board reviewed the proposed policy sent from the HOA Attorney. President, Michael Teague moved to approve the written policy as presented, and Secretary, Alma Hernandez seconded the motion, all other members present agreed, and the motion carried.

VII. EXECUTIVE SESSION

Executive Session – The Board entered Executive Session at 7:36 pm.

A. Homeowner Requests – Board continued discussion with Homeowner regarding ineligible status of member rights.

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

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

At 7:59 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 Kloppenborg seconded the motion. There being no objection the meeting was adjourned at 7:59 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, January 13, 2025 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.