

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

**January 13, 2025**

**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 January 13, 2025, at 6:31 pm by President, Michael Teague. Other members in attendance were Treasurer, Jana Kosutova , Secretary, Alma Hernandez, Members-at-Large Ken Ayres and Ken Kloppenborg. 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 five (5) 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 no questions or comments were made at this time.

**III. APPROVAL OF DECEMBER 2024 MEETING MINUTES**

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

**IV. REVIEW OF FINANCIAL REPORT AND STATEMENTS FOR DECEMBER 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 for this period due to lack of available funds in Operating Fund after paying the \$56,000 Insurance Policy Renewal Deposit.

**B) Property Signage** – Pending –Remaining Board members still need to inspect product options left in the Pool Cabana to better determine which option they want quoted. Board members committed to doing so the next day.

**C) Roof Inspections:** - Completed – President, Michael Teague moved to approve to send letter to the eight (8) units identified as follows: #29, 60,84,89,116,153,160 & #164 regarding need

to have professional inspection of attic to determine possible moisture, mold and ventilation problems. Member-at-Large, Kenneth Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

**D) Balcony Shade** – Pending – President, Michael Teague moved to approve requiring resident to submit Design Review Application for Board approval to install Balcony Screening. Member-at-Large, Kenneth Kloppenborg seconded the motion, all other members present agreed, and the motion carried.

**E) Parking Lot Seal and Stripe (Lots #1, 2, 3 & #5)** – Pending –Debbi is still gathering quotes. Quotes received to date: A \$24,440, B \$20,415 C 19,586.76 and D \$19,450. One to two more quotes still expected within the next two-weeks.

**F) Replacement Reserve Study 2024** – Pending Approval- Board reviewed and determined to push back on Garage Doors and Balcony assumptions. Debbi will send spreadsheet with Board notes back to Aspen Reserves.

## **VI. NEW BUSINESS**

**A). None**

## **VII. EXECUTIVE SESSION**

**Executive Session** – The Board entered Executive Session at 7:06 pm.

**A. Homeowner Requests** – One Windows and Doors replacement request, one Doors replacement request and one Electrical line installation request received this period. Board approved both requests for doors and windows and requested additional information for consideration to approve the electrical line installation.

**B. Delinquency Report** – Board reviewed and discussed December Delinquency Report. President, Michael Teague moved to send unit #119 past due account to the Attorney for collection. Member-at-Large, Kenneth Ayres seconded the motion, all other members present agreed, and the motion carried

**G) Review and approval of checks** was completed via email earlier in the week and month.

At 7:51 pm Executive Session was ended.

## **VIII. ADJOURNMENT**

As all issues on the current agenda were completed, Member-at-Large, Kenneth Kloppenborg, moved to adjourn the meeting. President, Michael Teague seconded the motion. There being no objection the meeting was adjourned at 7:51 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, February 10, 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.