**Minutes of the Board Meeting**

**Second Jefferson Green Homeowners Association**

**March 14, 2016**

The March meeting of the Board of Directors of Second Jefferson Green Home Owners Association was called to order at 6:30 pm by President Karen Wildenstein. In attendance were Karen Wildenstein, Jana Kosutova and Alma Hernandez as Board Members and Debbi King representing IPM Residential Property Management.

**Home owners Forum/ Correspondence**

Three homeowners were present and brought up the following issues:

* Spring time is coming up – put up more signs for children playing and parking.
* Landlord responsibility with regard to managing their tenants.

**Approval of March Minutes**

Karen motioned to approve the February minutes, Jana seconded the motion and all were in favor and the motion carried.

**Financial Reports**

Karen motioned to approve the February Financial Statements; Jana seconded the motion and all were in favor.

**Finished Business**

* Debbie reported that the HOA now has a garage man door key for every building in the community. That project is complete.
* The Board reviewed and signed the 2016 swimming pool opening and closing contract with HPS.
* The Board reviewed and signed the 2016 swimming pool care contract with Action Pools.
* The Board has reviewed and signed the 2016 landscape contract with Summit Services.
* Overhead garage doors in building #37 needed repairs – one would not open and the other needed a lock. One garage door was repaired and the other it was determined does not need a lock as it has a garage door opener that had been disconnected; it was reconnected and is operable.

**New Business**

* Insurance representatives, electrical contractors proficient in aluminum wiring repair and possibly firefighters will be present at the special meeting scheduled for March 28, 2016 at 6:30 pm.
* The Board worked with the attorneys on recommendations for the aluminum wiring meeting notification letter for home owners.
* Debbi has been in contact with Summit Services regarding replacement of the broken curbing as there was too much damage done during the past winter to warrant putting them back in place.
* The Board requested a bid from AllPhase to complete the final replacement balconies for buildings 14, 18, 20, 21, 38 & 40. Received the bid for the final 6 balcony replacements on 03/15/16.
* The Board has asked Debbi about the status of a fall on some ice by a home owner.
* Adopted a new amendment policy in regards to parking permits rules and regulations.

**Business performed between meetings via E-mail**

* The Board was informed of a dog injured due to rock salt on the sidewalks rather than the pet friendly ice melt as the homeowner claimed.
* Tree damage was reported by a homeowner in the common area near Unit #38 & #40. This matter has been taken care of.
* Insurance representatives, electrical contractors proficient in aluminum wiring repair and possibly firefighters will be present at the special meeting scheduled for March 28, 2016 at 6:30 pm.
* Recycle bin has been missed the last two times Waste Connection dumped the trash bins. Debbi called them.
* A homeowner raised questions about the “drug supplies” boxes in a garage. There were also complaints about cigarette and marijuana smoke from the penthouse unit coming into the two story units. Debbi let the homeowner know and he responded that he took care of the situation and addressed the “drug supplies” as well.
* #89 trees. Homeowner advised that one of the trees is getting very close to the gutter and causing a problem with the gutter filling up with pine needles. Debbi called Richard out to look at the tree. The Board is still deciding what to do after reviewing his findings.
* Approved waiving late fees of $60.00 for a homeowner.
* Warning Letter sent to a homeowner regarding pet issues with new tenants. Owner was not aware her ex-husband had rented the unit in her absence. She will take care of it.
* Request by another homeowner to waive late fees was not approved.
* There were a number of broken branches, some fallen trees, and other debris from the blizzard on 03/23/16. Alma took pictures and Debbi called Richard out to take care of the hazardous ones while Summit continued to work on the driveways and sidewalks.
* The resident in #57 called to let Debbi know that the branches of the tree next to her parking space need to be trimmed because every time a storm comes through the wind breaks branches that fall on her car causing damage. This was looked at by Richard.
* #62 called to report the gutter where it connects to the downspouts is not connected properly and is pouring water down on to his entry door. Debbi sent HPS over to take care of it.
* #61 called to say that the corners of his newly replaced concrete stoop have been damaged by snow removal efforts.
* #99 talked to a Board member that the gutter is leaking down the front of the unit after rain and snow storms; and the trim around the door needs to be replaced. Also mentioned the siding damage due to years of rain and snow blowing off the roof of #97. HPS looked at the first two items and provided a bid for them; the other item will be included with the other siding repairs after the roof replacement.
* Homeowner called to request the bush at #142 be trimmed or removed after the big snow storm on 03/23/16.
* David Goodwin resigned from the Board on 03/27/16.
* Approval on 04/06/16 of the attorney letter to the homeowners regarding the required aluminum wiring repairs and deadline of those repairs.

**Executive Session**

* Delinquencies were reviewed and discussed.
* Aluminum wiring was discussed.
* Checks were reviewed and signed.
* David Goodwin joined the Board as Member At Large.

**Adjournment**

The March meeting of the second Jefferson Green Home Owners Association Board of Directors was adjourned at 9:15pm

**Next Meeting Date**

The April meeting will be held on April 11, 2016 at the WMFR training building and will begin at 6:30 pm.

Respectfully Submitted

Alma Hernandez

Secretary