**High Knob Owners Association, Inc.**

**Board of Directors Meeting Minutes**

**November 18, 2024**

|  |  |
| --- | --- |
| Name | Present |
| Watts Hill, President | Y |
| Carol Phillips, Vice President | Y |
| Desiree Williams, Treasurer | Y |
| Dan Smith, Secretary | Y |
| Greg Casewell, Director | Y |
| Jerry Pomeroy, Field Service Manager |  |
| Linda Everett, Office Manager |  |
| Quorum Present | Y |

**Meeting Purpose**

To review HKOAI old and new business and establish any action items for the continued improvement of the High Knob community.

**Guests:**

 Kathy Caswell

**Guests via Zoom:**

Jon Wise

Richard and Dee Lucier

Barry Smith

John Hight

Henry

Meeting called to order: 6:06

**Budget discussion**

Meeting Tuesday to determine possible alternative to the flat rate tax for the High Knob sanitary district, and to get a list of the lots and their assessment.

Propose assessing unapproved lots at .15% of $40,000 ($70,800)

 $620 for unimproved lot currently

 Based on 117 unimproved lots

Proposed assessed value would be approximately $611,706 vs $555,155

Based on .3% for improved lots, .15% for unimproved

Revenue items:

 0110 Road access fee should be zero

 0201 New Construction Road Fee is paid to Warren County, should be zero

 0803 Performance bond should be zero (reimbursed if no problems)

Expenses items:

 4101 - 4102 Gross Salaries increase 5%

 60/40 split OA/UI

 4110 401K we match at 3%

 4120 - 4122 Payroll Tax increase 5%

 4112 - 4113 Medical insurance $7,087 (split with UI)

 Employee plus family; IRS limit $12,800 per person

 43XX Commercial Insurance Package (new category because of billing structure); increase 10%

 4506 Retirement Fund & HRA Fees new category $450; actual split with UI

 4506 Software new category

 4606 Cell phone new category

 Jerry and Linda will be approximately $100 month with T-Mobile

 4805 Investment fees – remove (balance sheet item). Carol to double check

 4901 Clubhouse Repair and Maintenance reduce to $3,238

 Historically tracked as a separate item. Unclear where the apartment upgrade costs are.

 5900 new categories for Contract Labor and Staffing support

 5902 Office Staffing Support splits with UI ($5,200)? NO, UI reimburses

4103 Gross Salaries split (new category) Vs 0400 HKUI reimbursement

 8100 Road Maintenance add 10% to $55,000

 8210 Clubhouse property improvements add floor @ $20,000

 8253 Parking lot new light; no estimate

 8330 Dump truck needs to be discussed

 8400 Reserves for Roads (new)

 Chip coat every 4 years (used to be 3)

 8402 New Road paving cost has gone way up, need more than $25,000 per year, raised to

 $50,000

After this pass, the budget was in the red $118,875

Review wish list

 4505 Office software discussion

 Legal obligations

 Efficiencies

 Web page expense

 4701 Community Activities $2,000

 83XX New dump truck will be split with UI but OA needs the money up front

 Divide by four to $30,000

 Pole Barn $1,000 for this year for tarps if needed

 8210 becomes 5% increase

Clubhouse floor eliminated

 45xx Office Software reduce to $3,000 (maintenance fee after implementation this year)

 4505 $2,000 Removed network and storage because it’s in this year’s budget

 82XX Removed by precedent; trail would not incur budgetary expense

 Playground fence removed

 8320 Equipment zeroed until Watts discussion with Jerry

 4506 Software and Subscriptions we need to cancel one zoom subscription

 4505 Office supplies and equipment. Do we have money currently for Microsoft upgrades?

Kill monitor

 5902 Office Staffing leave it in

Review percentage increases

 COLA 3.2% for SS; Gov’t 2%

 Reduce percentage increase for certain categories

 4606 Cell phone split with UI

 4805 Investment Fee zeroed out

**Meeting Adjourned:**

**Upcoming meetings:**

November 22nd

November 25th

December 9th

December 23rd