

High Knob Owners Association

Board of Directors

Meeting Minutes 04/10/2017

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Name	Present
Judith Sikora, President	X
Vacant, Vice President	
Chris Hindman, Secretary	X
Jim Osborn, Treasurer	X
Michael Richards, Director	X
Jerry Pomeroy, Field Services Manager	X
Linda Farrell, Business Manager	X

Meeting Purpose: *To review High Knob Association old and new business and establish any action items for the continued improvement of the High Knob Community.*

Meeting Called to Order at 8:05pm

1. Comments from residents
 - a. Ash borer beetle- any ash tree infected will get approval. Follow the process. Fill out the form and submit it for approval. The process takes approximately one week or less. Trees cannot leave the county due to a quarantine. Wood can be burned in wood stoves on the mountain if you wish.
2. Message from Past President of the Board
 - a. Rosalie sent a thank-you letter to the community, the staff, and the board
3. Minutes from previous meeting were approved and accepted as presented.
4. Financial Report
 - a. We have been paid \$8,000 for the old truck
 - b. Treasurer's Report was accepted as presented
5. Business Manager
 - a. Addressed complaints related to construction
 - b. Tree problems were addressed
 - c. Complaint RE: car parked on Red Bud
 - i. Code 180-8 Automobile Graveyard; Any lot or group of contiguous lots under one ownership, exposed to weather, where more than one inoperative motor vehicle is placed, located, or found.
 1. The car on Red Bud does not meet this county requirement
 - d. April Newsletter sent
 - e. Water bills will be sent 04/12/2017
 - f. Website ownership is being transferred to OA and UI.
6. Field Services Manager
 - a. Roof replacement on clubhouse needs to be done. Currently involved in the formal bidding process.
 - b. Road Paint: The paint we use is the same as VDOT. The reason the paint faded was due to new road surfacing and cars crossing the line. Repainting will occur when road temperature permits. Cost is \$1,100 each time.
 - c. Cost of lighted arm at gate: This may be cost prohibitive, instead research will be done regarding the cost of dusk to dawn lights at the entrance with LEDs to provide brighter entrance at night.
 - d. Spring cleaning started and yearly stock piling of resources completed.
7. Old Business
 - a. Seasonal culvert cleaning will start 04/24/2017.
 - b. Videotaping of meetings- Motion by Jim to ask Chris to research and present a cost proposal to videotape meetings with a budget not more than \$1,000. Second Judy. Motion passed (2017-003)

- c. Expand WIFI access to pool. Motion to have Chris research ideas on how to accomplish this at minimal cost. Motion by Jim, second by Mike. (2017-004).
 - d. Pool fees will remain the same this year
 - i. Pool scheduling- There is a head monitor. If there is an access issue please contact the HKOAI emergency number.
 - e. Speed Monitoring: Chris has been in contact with the Sheriff, they continually use the device, will continue to contact them.
 - f. Lower lot expansion- Letters and calls were made to the owner. Letters have been sent out. The most recent letter was sent in 03/2017. Owner responded and wants to meet to discuss the sale of the lot to expand the parking area.
8. New Business
- a. Tree Removal
 - i. There is a new tree removal review form to be specifically used for this purpose. Paper copies are in the office and it is also available on the website. Architectural review forms are exclusively used for building plans review purposes and are also available with the other forms.
 - ii. Fire Wise Community Day/Open House-Saturday, May 20th, 10 AM-12 Noon
 - 1. There will be tours of the shop, office, and water system.
 - 2. Fire trucks and Smokey the Bear will visit our community for this event.
 - b. Annual Meeting
 - i. This will happen in June 2017
 - ii. There are three Board seats up for re-election. Residents who are owners in good standing, and who are interested in serving, should contact Linda to acquire the information about the process of running for the Board and requirements.
 - c. Staff Professional Development
 - i. Judy and the staff are starting a new initiative to bring in resources to enhance professional development opportunities for staff
 - ii. The first opportunity will be a webinar to address the topic of front desk security. The sponsor of this webinar is Fred Pryor Seminars. This will be a cost effective way to provide on-going professional development resources.
 - d. Warren County Meeting
 - i. Budget meeting on 04/11/2017 and public meeting. HKOA is not requesting an increase of our budget/dues.

Meeting adjourned 9:02pm

Next Board Meeting will be held on 05/08/2017; 8:00pm at the Club House

Respectfully submitted by Chris Hindman