

**HIGH KNOB OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
AUGUST 10, 2026**

Location: High Knob Office, On line and in person

Attendees

Present

Watts Hill, President	Present
Carol Phillips, Vice President	Present
Dan Smith, Treasurer	Present
Soren Jacobsen, Secretary	Present
Jim Osborn, Director	Present
Jerry Pomeroy, Maintenance Sup	Present
Haley Mills, Office Admin	On line

Guests

Liz Achey
Ron Perlik
Sunshine Bunting
Kelly Cody
Jason Gordon
John H
Dori

1. Call to Order

The meeting was called to order at 7:03 PM.

2. Approval of Previous Minutes

- **July 13, 2026 Minutes:** Reviewed and approved as written. Motion to approve passed unanimously.
- **July 27, 2026 Minutes:** Approval deferred until clarification of financial numbers, will be reviewed in the next meeting.

3. Financial Report

- Presented by Dan.
- July actuals reviewed and FY26-27 budget discussed.
- Payroll totals approximately \$610,000 including both companies (OA and UI), covering gross salaries, 401k matching, payroll taxes, and medical reimbursements.
- Detailed category budgets shared and discussed.

4. Introduction of New Community Manager

- Sarah Hash hired as new manager for High Knob and the Water Utility Company.
- She will begin duties on August 11, 2026.
- Six-month overlap with Jerry before his planned retirement at the end of December.

- Shane will assume the new role of Field Service Supervisor.
- Labor Day pool party will serve as a community manager introduction event.

5. Old Business

Front Entrance Beautification Project:

- Reviewed latest entrance sign renderings prepared by Sunshine Bunting.
- Decision made to relocate and reduce clutter at the main gate by moving detailed informational signs to the parking lot and bulletin board area.
- Front signage will be simplified to focus on "Private Community / Residents & Guests Only / No Soliciting."
- Plan to mark sign locations with stakes for board review, materials and construction to be reviewed and confirmed.

Stormwater Management and Infrastructure:

- Jerry reported on culvert maintenance, ditching, and stormwater management compliance.
- Discussion about requiring a professional engineer (PE) or land disturbance certification for future drainage projects.
- Upcoming projects include 2,800 feet of water line installation and culvert upgrades with riprap.

6. Staff Reports

Field Operations (Jerry):

- Routine mountain maintenance including mowing, weed control, ditching, grading, and pool upkeep.
- Successful use of pump/blast method to clear plugged culverts.
- Pool operations functioning well, minimal complaints and good performance by pool monitors.
- Upcoming tasks: Firewood preparation, continued road maintenance, and fall ditching.

Office Operations (Haley):

- Addressed 2004 property lien release and coordinated with title company.
- Managed credit card fraud resolution and updated autopay accounts.
- Boxed and prepared FY25-26 records for CPA handoff.
- Recorded deed for gifted property, plans to add its value to the association balance sheet.

7. Gifted Property

- Property located on Split Rail has been officially transferred to the High Knob Owners Association.
- Discussion centered on ensuring this becomes common property to prevent future sale.
- Property is primarily watershed/nature area and distant from current trails.

8. Community Questions

- Clarified that Jerry is not solely performing field work, team members are actively involved and working side by side.
- Confirmed that meeting recordings are not retained, official meeting minutes serve as the record.

9. Executive Session

- None required.

10. Adjournment

- Motion to adjourn approved unanimously.
- Meeting adjourned at 8:06 PM.

Next Meeting:

August 24, 2026