

High Knob Owners Association, Inc.

Board of Directors Meeting Minutes

December 21, 2022

Name	Present
Greg Sadler, President	Y
Desiree Williams, Vice President	Y
Watts Hill, Treasurer	Y
Ron Perlik, Secretary	Y
Barry Smith, Director	Y (via zoom)
Jerry Pomeroy, Field Services Manager	Y
Pam Mainhart, Administrative Coordinator	Y

Meeting Purpose

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

Attendees

Keith Arnett, Rea Howarth, Nathan Straight, Barbara Perlik, John Hight

Meeting Called to Order at 7:00 pm

Executive Session

An executive session was held. The topics discussed were employee recognition and performance reviews. Mr. Perlik made a motion to certify that these were the topics discussed.

Approval of Minutes from Previous Board Meeting

The minutes of the November 14, 2022 meeting were reviewed. Mr. Sadler moved to accept the minutes as presented. The motion was seconded by Ms. Williams and passed unanimously.

Financial Report

Mr. Hill reported that we are currently utilizing the month-to-month projection tool. There are a few line items (e.g. electric) that are a bit over budget due to inflation. The backhoe repairs also ended up being over budget.

Staff Reports

Field Services Manager's Report

Mr. Pomeroy reported that the past week has been focused on tree cleanup resulting from the recent severe ice storm. We may need to rent a chipper or hire a crew to assist with the cleanup. One of the bay doors at the shop was damaged and it needs to be replaced. Replacement would cost about \$6,500. Mr. Sadler moved to authorize spending up to this amount for the repair. Mr. Perlik seconded, and the motion was unanimously approved. The Board will approach HKUI to see if they will contribute to this repair.

Administrative Coordinator's Report

The 2021-2022 financial files have been provided for auditing. Ms. Mainhart submitted Firewise hours and we have met the community contribution for the consideration of a future grant.

Old Business

- Tree Trespass: Mr. Perlik spoke to a matter involving a homeowner who had seven dead trees accidentally taken down by a crew preparing for the Smithsonian Conservation Biology Institute (SCBI) fence renovation project. Mr. Perlik, speaking as a Board member and a professional arborist, wrote a letter to the homeowner stating that the felling of the trees without prior authorization was a violation of the covenants. The homeowner has sought legal counsel and it is believed that the SCBI has plans to plant replacement trees as remediation. The Board opted to refrain from any further action at this time.
- Walking Trail: Phase 2 planning will be discussed at the February meeting.
- Security: Mr. Hill has been discussing system requirements with a vendor. The new system would employ local data storage vs. connection to the internet. Scalability is desired with the new system. Continued discussion will be held during the February meeting.
- 2023-2024 Budget Review:
 - In addition to the next year's budget, Warren County also requests a projected budget for 2024-2025. We already have much of this information tabulated in our 5-year plan.
 - Mr. Arnett reviewed the 2023-2024 budget proposal which was made available for community comment. He had particular concerns regarding projected expenses for road maintenance. Mr. Arnett also questioned if we would have to incorporate the pool expenses in the budget vs. charging a pool fee. The county has advised us that pool expenses need to be included in our budget.
 - Mr. Sadler proposed that we adopt the proposed 2023-2024 budget v2 modified 12/21/22 and submit it to Warren County for approval. The motion was seconded by Mr. Hill and approved unanimously.

New Business

No new business was discussed during this meeting.

Meeting Adjourned: 9:02 pm

The next board meeting will be on January 9, 2023 at 8:00 pm.

Respectfully submitted by Ron Perlik, Secretary