

High Knob Owners Association, Inc.

Board of Directors Meeting Minutes
August 17, 2022

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

Attendees

John Hight, Barbara Perlik, Jeanette Myer

Meeting Purpose

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

Meeting Called to Order: 8:04 pm

Executive Session

No executive session was held.

Approval of Minutes from Previous Board Meeting

The minutes of the July 11, 2022 meeting were approved, with one spelling correction. Mr. Hill abstained as he was not at the July meeting.

Resident Comments & Questions

No resident questions were presented.

Financial Report

Mr. Hill described features of the new reporting format. We will now be able to track income and expenses in more detail on a monthly basis.

Staff Reports

Field Services Manager's Report

One of our field service staff members has been struggling with health issues. It does not appear that he will be able to return to work. Mr. Pomeroy has interviewed a prospective replacement who looks promising. Mr. Hill proposed that Mr. Pomeroy be authorized to negotiate an offer to this person at up to \$22 per hour. The motion was seconded by Mr. Sadler and it passed unanimously.

Mr. Pomeroy requested a change to the time-off policy. He suggested that any sick time taken in excess of available sick days should be taken out of accrued vacation time as opposed to the employee taking unpaid time off. The board will review applicable sections of the employee handbook for discussion at the September meeting, with potential implementation in October.

Assets at the maintenance building are at risk. Mr. Pomeroy expressed concern about the lack of security cameras at this location.

Administrative Coordinator's Report

The playground fund has received \$3257.55 in contributions from residents. The Owners Association has previously committed to match \$1500 for this initiative. Mr. Perlik proposed that we authorize up to \$4000 to complete the purchase of the desired three pieces of playground equipment. The motion was seconded by Mr. Hill and it passed unanimously. Installation would employ volunteer community labor with the assistance of Mr. Pomeroy.

Old Business

The Communications update will be discussed at the October meeting.

Ms. Williams spoke on the long-term paving project. It was indicated former Board member Jerry Soucy will be included as an advisor in the roster of project contributors.

High Knob needs a minimum of three participating employees to implement a health insurance plan. Can non-participating employees claim the 50% contribution that High Knob would pay for those who choose to be included in the health plan? What are the tax and other economic implications? Ms. Mainhart will follow up on these questions.

New Business

HKUI is owned by HKOAI. HKOAI represents 100% of the share holders (residents). UI bylaws must be approved by OA. Currently, UI bylaws call for only five members. Should one of the UI members also be a member of the OA Board? Mr. Sadler will initiate a conversation with the UI President to consider this idea. Mr. Hill proposed a special meeting in 30 days to consider an amendment to the UI bylaws to provide for an OA Board member to sit on the UI Board. The motion was seconded by Mr. Perlik. Mr. Hill and Mr. Perlik were the only ones to vote in favor of the motion. It failed for a lack of majority.

Meeting Adjourned

The meeting adjourned at 10:01 pm.

The next board meeting will be on September 12, 2022 at 8:00 pm.

Respectfully submitted by Ron Perlik, Secretary