

**High Knob Owners Association  
Board of Directors  
Meeting Minutes 04/09/2018**

Name	Present
Michael Richards, President	X
Judith Sikora, Vice President	X
Chris Hindman, Secretary	X
Keith Arnett, Treasurer	X
Liz Achey, 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 8:00pm**

1. Comments from residents
  - a. Merry-Lynn Sheetz commented on the ongoing discussion of constructing a walking path. She recommended a committee work on costs and provide additional data before a decision is made.
    - i. Orv Lee is currently researching the project and working to form a committee. Those interested should contact him for further information or to volunteer to assist.
  - b. Vic Jones expressed concern related to long term parking at the gate.
    - i. Current rules would have to be rewritten in order to prevent residents from keeping a vehicle in the parking area virtually 365 days a year.
2. Approval of minutes
  - a. Meeting minutes accepted with edits.
3. Financial Report
  - a. The treasurer reported that the association is currently on track with income/costs of the current budget.
4. Staff Reports
  - a. The Business Manager and Field Services Manager reports were submitted.
5. Announcements. The Association Attorney made editorial changes to the formal complaint process. Mike will send these to the OA Board to see if another vote is needed to accept this document.
6. Old Business/Updates
  - a. Pool Passes: a motion was made by Keith and seconded by Liz to remove the family pass option. Motion passed with all in favor.
  - b. Annual Meeting/Elections
    - i. Mike is working on an agenda for the meeting.
    - ii. A motion was made by Judy and seconded by Keith to set the Annual Meeting date the weekend after Father's Day, 06/24/2018. Motion passed with all in favor.

- c. Earth Day
  - i. Currently 12 volunteers are available to participate in the clean up on April 22 with a party at the clubhouse to follow.
  - ii. Motion made by Keith and seconded by Judy for the association to reimburse Raymond Achey up to \$200 for expenses connected with the cleanup. Motion passed with all in favor.
- 7. New Business
  - a. Community Survey
    - i. Chris reported that Raymond Achey and Barbara Perlik have offered to help with the survey he is leading.
  - b. Online Adobe Documents
    - i. Chris suggested that all forms on the website could be made available via Adobe software so they are fillable online.
      - 1. Mike and Linda will address the software needs of the office and see if Adobe can be bundled into other software purchases.
  - c. Renewal of insurance policy
    - i. Keith submitted a spreadsheet to the board that compared cost estimates from three local brokers.
      - 1. After discussion, a motion was made by Keith and seconded by Chris to purchase the three-year plan from Cincinnati Insurance. Motion passed with all in favor.
  - d. Gate Camera System
    - i. Jerry received three bids related to a new camera system that allows for better recording and capture of images to include license plates at the gate.
    - ii. Motion made by Keith and seconded by Liz to purchase a new camera system for the front gate per Jerry's recommendation. Motion passed with all in favor.

Meeting adjourned 9:14 pm

The next board meeting will be held on 05/14/2018 at 8:00pm at the Clubhouse

Respectfully Submitted, Chris Hindman