

High Knob Owners Association, Inc.

Board of Directors
Meeting Minutes 07/12/21

Name	Present
Greg Sadler, President	Y
*Jerry Soucy, Vice President	Y
*Watts Hill, Treasurer	Y
*Ron Perlik, Secretary	Y
*Desiree Williams, Director	Y
Jerry Pomeroy, Field Services Manager	N
Pam Mainhart, Administrative Coordinator	Y
*Denotes new officer assignment	

Meeting Purpose

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

Attendees - Resident attendance was not recorded.

Executive Session

The Directors met to assign duties for the coming year. The assignments are as follows: Greg Sadler, President; Jerry Soucy, Vice President; Watts Hill, Treasurer; Ron Perlik, Secretary; Desiree Williams, Director.

The new Board discussed a salary increase for all staff of 2.5% and voted unanimously in favor of the proposal. An annual bonus was also discussed.

Meeting Minutes

Meeting Called to Order: 8:00 pm

Approval of Minutes from Previous Board Meetings

The meeting minutes from 5/10/21 were reviewed and approved. The motion passed with 4 in favor and 1 abstention.

Treasurer's Report

The Treasurer's report was presented. Mr. Perlik inquired about our end-of-year surplus. Will Warren County question future budgets because of this? Mr. Hill will confer with former Treasurer Keith Arnett on this.

Staff Reports

Field Services Manager's Report:

Mr. Pomeroy's written report was reviewed in his absence. Highlights included:

- Made final preparations for pool opening
- Met with contractors on new building sites
- Solicited bids for dump truck bed, spreader, clubhouse windows and tennis court renovation
- Prepared clubhouse for reopening for annual meeting
- Graded dirt roads to fill potholes
- Worked on bids for this year's road maintenance

Administrative Coordinator's Report:

Ms. Mainhart stated that she was pleased with this year's pool monitors. Pool passes have sold out and additional passes have been ordered.

Old Business

- Future Board meetings will be held in person at the clubhouse with a Zoom option available to residents and Board members who may not be able to attend otherwise.
- Resident Felipe Dominguez presented a plan to petition County and State officials to improve the main community entrance at Route 55. The proposal was received positively by the Board; however, the Board will not be officially involved in the initiative. Once the petition wording has been drafted it will be presented to the Board for approval.
- Mr. Soucy made a motion to reopen the clubhouse for general use. The motion was seconded by Mr. Perlik and it passed unanimously.
- Mr. Watts and Ms. Williams continue to investigate emergency communications options. Ms. Mainhart and Ms. Williams continue to look at communications via various media platforms. These topics will be revisited during the August Board meeting.
- Road improvement priorities will be discussed at the September Board meeting.

New Business

Short-term rentals (under 30 days) were discussed. One property is currently being used as an STR in violation of County ordinance. The homeowner has been notified by Warren County. Mr. Hill and Ms. Mainhart will contact County officials for further guidance.

2021 Key Expenditures were reviewed to include:

- Truck dump bed and spreader @ \$16,759.68 (\$8240.32 under budget)
- Clubhouse windows @ \$12,617.67 (\$1382.33 under budget)
- Tennis court resurfacing and striping @ \$10,550.00 (\$4550.00 over budget) Ms. Mainhart will research signage stating the prohibition of bicycles and skating on the tennis court.
- All of the above expenditures were approved by the board.
- Projected asphalt expenses of \$45,000 for road maintenance currently exceed previous expectations by \$27,000. The Board approved funding up to \$72,000 for this item. The excess expense may be funded from the Operational Reserve Fund.

The High Knob Trail Committee will meet on July 21 when the next community work day will be determined. Phase 1 should be substantially completed before proceeding to Phase 2 and 3.

There is currently no Chairperson for the Firewise Committee. This initiative will be discussed at the October meeting.

Resident Comments

It was suggested that residents be kept informed of the status of the entrance gates when they are out of service. Mr. Perlik has been trained on the main gate operation and additional Board members may also receive training.

Meeting Adjourned: 9:47 pm

The next Board meeting is on 8/9/21 at 8:00 pm at the clubhouse and on Zoom.

Minutes respectfully submitted by Ron Perlik, Secretary