

High Knob Owners Association, Inc.

Board of Directors Meeting Minutes

May 13, 2024

Name	Present
Greg Sadler, President	N
Watts Hill, Vice President	Y
Barry Smith, Treasurer	Y
Carol Phillips, Secretary	Y
Desiree Williams, Director	Y
Jerry Pomeroy, Field Services Manager	Y
Kimberly Newman, Administrative Coordinator	Y
Quorum Present	Y

Meeting Purpose

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

Guests in attendance: Ron Perlick

Guests in attendance via Zoom: Jon Height, Barbara Perlick, Jeanette Myer, Kelly, Alison C, and Luis V

Meeting Called to Order: 8:01 pm

Executive Session

There was an executive session at this meeting. Ms. Williams motioned that only personnel issues were discussed and that no decisions were made. Ms. Phillips seconded and it passed without dissent. The session started at 9:55 pm and ended at 10:20 pm.

Approval of Minutes from Previous Board Meeting

The minutes of previous meetings were approved as followed:

Ms. Williams motioned that April 8 minutes be accepted with minor correction to wording. Ms. Phillips seconded. Mr. Smith abstained because he was not in attendance, the motion passed without dissent.

Ms. Williams motioned that April 22 minutes be accepted with minor correction to wording. Mr. Smith seconded; the motion passed without dissent.

Financial Report

- No major concerns with the budget and current spending rate.
- Currently tracked to a larger end of fiscal year reserve than expected.
- Reminder that the county has capped the HOA fees at \$999.99 due to a limitation in their software. The next board will need to determine if the formula for taxing lots needs to be changed.

Staff Reports

Administrative Coordinator's Report

- Ms. Newman is preparing for the annual meeting.
- Will send email to residents about the process to sign up for pool passes.

Field Services Manager's Report

- Performed routine maintenance/clean up.
- Pool is ready to be opened Memorial Day weekend. Three sets of tables and chairs need to be replaced. Will look at cost to replace.
- Contractor will be coming to give estimate on installing speed table at the entrance and exit lanes of the main gate.

Old Business

- Email addresses for board members. Mr. Smith will draft a proposal to use xxx@hkoai.com emails for board members.
- There was no update to use of Facebook, SMS platform updates, fence around the pool, or the lemon stand at the pool.
- Walking trail update. Mr. Perlick will lead the effort to work on the next phase of the walking trail. He proposed June 8th and June 16th as working days. He will draft an article for the newsletter and an email to go to the residents.
- Readiness for annual election: Ms. Ahier will assist the office with preparing the information for mailing to residents. She will also assist with counting ballots at the annual meeting.
- Leasing of Apartment: Mr. Hill reported that the inspection policy cannot be added to the lease agreement. The policy will be presented to the renter as a stand-alone document.

New Business

- The discussion on using board resources for community events and the demo on shared calendar and google docs were both postponed to a later date.

Meeting Adjourned: 9:48 pm

Upcoming meetings:

Regular board meeting May 28, 2024, at 7:00 pm

Annual meeting: June 23, 2024, at 2:00 pm

Respectfully submitted by Carol Phillips, Secretary