

**HIGH KNOB OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
JULY 27, 2026**

Location: High Knob Office (Online and In-Person)

Attendees:

Watts Hill, President
Carol Phillips, Vice President
Dan Smith, Treasurer
Soren Jacobsen, Secretary
Jim Osborn, Director
Quorum

Present:

Present
Present
Present
Present
Present
Present

Guests:

Katherine Hendricks Smith
Esther Williams
Kelly Cody

1. Call to Order

- The meeting was called to order at 6:02PM with a primary focus on financial matters and budget.

2. Old Business

- The contract for the new Community Manager (start date: August 10, 2026) was reviewed by legal counsel, and all necessary signatures obtained.
- Update provided on the front entrance beautification project. Attorney responses on specific sign terminology were delayed but will be reviewed in the coming week. Sunshine is continuing with final revisions and ongoing fundraising.
- Jerry has reviewed initial project plans and has been briefed with the various phases of this project and he and his team will assist when time permits with their normal duties.

3. New Business

Office Network Upgrades

- Vendor communication is ongoing and positive.
- IT team is reviewing documentation.
- Staff will assist with specific tasks to reduce costs.
- Computer Use Policy, draft distributed for review.
- Feedback requested, discussion postponed to a future meeting.

- **Financial Report**

- Dan presented the current year's financials:
- Total expenses: \$494,986
- Income after expenses: \$71,247
- Road resurfacing project cost: \$300,000

- Reserve fund allocation includes \$100,000 for road maintenance; total reserves \$350,000 (target 50% of annual county revenue).
- Discussion of payroll discrepancies, reimbursement, classification, and ongoing cleanup of accounts. There is a discrepancy between the payroll reimbursement numbers reported by UI and OA, which needs to be resolved. The discrepancy is believed to be due to a disconnect between the two organizations bookkeeping systems.
- Capital improvements in the past year included a dump truck, plow, and other equipment totaling \$70,000.
- Property valuation and tax assessment concerns raised, ongoing dialogue with county officials.
- **Event Planning**
- Proposal for a Labor Day picnic combined with the introduction of the new Community Manager.
- Dog Swim ("Poodles in the Pool Day") traditionally held Labor Day weekend discussed, various options considered, hosting picnic and dog swim on separate days.
- Potential budget allocation: \$500 (same as last year).
- Katherine Hendricks Smith to confirm final needs.
- Liability and legal considerations for dog activities to be reviewed with attorney.

4. Building and Maintenance Updates

- Discussion of building condition, electrical issues, pipe failures and deferred maintenance.
- Pool monitor duties needs to be clarified and service issues to be addressed by Jerry.

5. Executive Session

- Board entered a closed session to discuss personnel matters.
- No votes or new policies adopted in closed session.
- Employee review updates planned for follow-up.

6. Adjournment

- Meeting concluded at 7:14PM with acknowledgment of attendance and thanks to participants.
- Next meeting date August 10, 2026.