

# High Knob Owners Association, Inc.

## Board of Directors Meeting Minutes

April 22, 2024

Name	Present
Greg Sadler, President	Y
Watts Hill, Vice President	Y
Barry Smith, Treasurer	Y
Carol Phillips, Secretary	Y
Desiree Williams, Director	Y
Jerry Pomeroy, Field Services Manager	N
Kimberly Newman, Administrative Coordinator	N
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 via Zoom: Jon Height, Barbara Perlick, Dan S

Meeting Called to Order: 7:05 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 8:44 pm and ended at 9:33 pm.

### Financial Report

- While in discussion with Warren County, Mr. Smith discovered that the HOA/POA fees are capped at \$999 due to a limitation in their software. Currently HKOAI charges a flat fee per lot, going to a tax on improved/unimproved lots would allow us to circumnavigate the limitation. This will need to be addressed by the Board as part of the next budget cycle.
- Working with the Administrative Coordinator to clean up transactions that were improperly categorized.

### Old Business

- Use of official email addresses for Board members was discussed. Need further discussion on whether the Administrative Coordinator or the board member should be the POC for password recovery.
- Survey items for residents as part of the mailing for the annual meeting was discussed. A newsletter article will be written encouraging residents to provide feedback to the board since there is limited time before the mailing to identify potential questions. Development of a survey will be discussed later if there is interest.
- SMS update: There was no update available for SMS options.

## New Business

- Use of Facebook: Mr. Smith motioned that the existing HKOAI Facebook page be designated as an official page of the HOA and that the ability to post/comment be limited to the Administrative Coordinator or a board member. Mr. Sadler seconded the motion, and it passed without dissent.
  - The website will still be the primary method of relaying official information. The Administrative Coordinator will post on Facebook if time permits.
- Monitoring of other community Facebook pages: Mr. Smith motioned that HOA board members monitor and comment on community owned Facebook pages at their discretion. Ms. Williams seconded; Mr. Hill opposed. The motion passed.
  - The monitoring and commenting would be for the purpose of directing residents to contact the office with their concerns or to look at the website for official information.
- Policy for inspection of apartment was reviewed by the Board. Mr. Hill took an action to see if the policy can be included in the lease agreement documents. Implementation of the policy will be voted on at the next meeting.
- Short term rental: Mr. Hill took the action to write a short policy statement on STR to be posted on the website.
- A resident made a proposal to allow children to set up an (adult supervised) lemon stand at the pool. It was noted that previous board policy had been to not allow businesses to operate in common areas. After a brief discussion on the pros and cons, Mr. Hill agreed to work with the resident to clarify the Boards concerns.
- The Coffee and Bagels group has proposed that a fence be installed along the edge of the playground as a safety measure. Mr. Hill took the action to work with the group to determine the type of fencing, who would be responsible for upkeep, and the cost involved.
- Concerns have been raised about piles of dead limbs/fallen debris from trees on easements and in resident's yards. In the past, the community has worked with the Firewise program and obtained funding grants to offset the cost of a chipper. The criteria for granting funds have changed and the cost sharing by the HOA has not been included in the budget due to the cost. Residents are reminded that they are responsible for the cleanup and removal of tree debris on their property, regardless of whether it is on the easement and that the chipping program was provided as a courtesy. Mr. Hill will write a newsletter article about this subject.
- The office routinely gets requests for names of service providers/vendors. Briefly discussed the idea of including names of small business owners in the community in a future newsletter. No action was taken.
- Expansion of the walking trail. Mr. Smith took the action to speak with Mr. Perlick about the plans for the next phase of the walking trail.

**Meeting Adjourned:** 9:33 pm

The next board meeting will be determined at the May 13, 2024 meeting.

*Respectfully submitted by Carol Phillips, Secretary*