

High Knob Owners Association

Board of Directors

Meeting Minutes 11/14/2016

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Name	Present
Rosalie Norem, President	X
Judith Sikora, Vice President	X
Chris Hindman, Secretary	X
Jim Osborn, Treasurer	X
Michael Richards, 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 8:01pm

1. Executive session was called to order pursuant to all Virginia laws and ordinances governing such meetings.
2. Comments from residents
 - a. None
3. Minutes from previous meeting were approved and accepted as presented.
4. Financial Report
 - a. Nothing unusual for budget as it is tracking as indicated. All questions can be relayed to Jim Osborn.
5. Business Manager
 - a. Increase in political signs, per HOA rules only signs allowed are those that identify a residence (i.e. house numbers).
6. Field Services Manager
 - a. The new truck has arrived and is being worked on to make it operational for community
 - b. The back access road is being destroyed by the way individuals are utilizing it. This is costing the community approximately \$15,000-\$20,000 a year to maintain (labor, grading, gravel). This is only a deeded right of way and HKHOA does not own this road. This road takes two days to grade each time it has to be done.
 - i. Motion (2016-007) made to stop maintenance of back access road due to increasing costs and no long term benefit for the community made by Jim Osborn, Second by Chris Hindman. Motion passed.
 - c. The center line is in the process of being painted
 - d. Office renovation is ongoing. We are using stock supplies in order to decrease costs (this includes cabinetry). We have enough tiles to replace the ceiling tiles that are damaged or discolored. An electrician is needed to move lights
 - i. This is a \$13,000-\$15,000 for lights, moving of wiring, removing of old heaters, etc.
 - e. Motion made to move forward with office renovations keeping labor in house made by Mike Richards, Second by Judy Sikora. Motion Passed (2016-008).

- f. DMV Fine has been paid in the amount of \$1,068 with \$5,000 of the fine forgiven by the State. We now have two tanks for the future so that off road diesel will not be used in the wrong vehicles again.
7. Old Business
- a. Warren County needs the HKHOA budget, this is being worked on.
 - b. Expansion of lower lot
 - i. No updates
 - c. November 19th will be a winter on HK workshop and the chain clinic afterwards
 - d. Christmas Open house is 12/10/2016 from 2-4p.
 - e. Chris provided a copy of potential procedures for covenant violations for review as well as notifications processes of violations/hearings.
8. New Business
- a. The HOA is not required to meet every month. Rosalie Norem is suspending the HOA meeting for 12/2016.
 - b. There is a petition for the VA DOT to address RT 55 at the main entrance; the community members can put this petition at the office.
 - c. HK will be participating in Toys for Tots again this year. Last year was very successful for the community.
 - d. Realtors have complained about the inability to do an open house on HK
 - i. Motion to adopt the following provision to be added to the website made by Chris Hindman, Second by Jim Osborn. Motion Passed (2016-009) and shall read as follows:
“Realtors wanting to have an open house on High Knob must adhere to the following guidelines in order to respect our wishes to maintain a gated community;
 - 1. Realtors must notify the office 24 hours in advance of any open house. If the open house is to happen on a weekend, the notification must be placed on the Friday before the open house by noon.
 - 2. The realtor will post an adult, who is at a minimum 18 years old, and associated with the real estate company, or the owner of the property being viewed, at the main gate. This person or persons will be parked in the pull off area prior to the gate with appropriate markings to identify the vehicle as belonging to the relator.
 - 3. The realtor agrees to only open the gate to individual(s) requesting to go to the open house; the realtor must not give out the gate code or open the gate for unknown individual(s).”
 - ii. The office will post a notification on the website for all residents that an open house is occurring on the mountain to include location.

Meeting adjourned 8:51pm

Next Board Meeting will be held on 01/09/2017; 8:00pm at the Club House