

# High Knob Owners Association, Inc.

## Board of Directors Meeting Minutes 9/13/2021

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	Y
Pam Mainhart, Administrative Coordinator	Y

### Meeting Purpose

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

### Meeting Called to Order: 8:05 pm

### Attendees

John Hight, Liz Achey, Barb Perlik, Barry Smith, Rajesh Krishnan, Paul Xu, Vic Jones, Judy Jones, and Keith Arnett.

### Executive Session

An Executive Session was held to discuss Field Service issues. A need for additional staffing has been identified.

A suggestion was made to have Owners Association representation on the Utilities Board. One OA member will sit in on future meetings and an OA member will fill the next UI vacancy.

## Approval of Minutes from Previous Board Meeting

The August meeting minutes were accepted with deletion of the Executive Session comments which were inadvertently carried over from the July meeting minutes with 4 ayes and 1 abstention.

## Financial Reports

Mr. Hill presented the Financial Report, highlighting the following items:

- Error in bookkeeping resulted in a shortfall of about \$41,000.
- Firewise expenditures were improperly entered
- Surplus budget funding from previous year should cover the shortfall.

## Staff Reports

### Field Services Manager's Report

- Routine maintenance performed.
- Pool was closed and winterized.
- Truck bed and new spreader being installed.

### Administrative Coordinator's Report:

- Pool had 11% increase in income. It also had 43% increase in costs mainly due to the increased cost of chlorine and increase in monitor's wages.
- Newsletter was sent to 350 addresses and posted on HK website.

## Old Business

### Short Term Rentals

Mr. Hill is meeting with the county Attorney on September 14<sup>th</sup> to discuss short term rentals.

### Resumption of Social Activities in Community Facilities

Fully vaccinated individuals are now at risk for contracting COVID. It was asked which agency/government level do we follow for closing guidelines? Ms. Mainhart has been authorized by the HK board to act according to the State Governor's guidelines. Motion passed unanimously.

### Community Emergency Communications Initiative

Mr. Hill will report in October on this initiative.

## New Business

### Field Services Team Staffing Needs

The Field Services Team needs staff reinforcement. This was discussed during the executive session.

### Cyber Attack Insurance

HK Insurance coverage for several areas including crime, cyber risks, and terrorists is not known. A board member or the administrative coordinator will ask our agent to provide details concerning costs and coverage in these areas.

## Resident Comments & Questions

- Paul Xu advised us of a water runoff issue that is impacting his driveway. Mr. Pomeroy commented on possible solutions. HK Board may contact Warren County to assist with requiring owner of property across the street to modify their driveway.

## Meeting Adjourned: 9:56 PM

The next Board meeting is on October 11, 2021, at 8pm.