

High Knob Owners Association, Inc.

Board of Directors Meeting Minutes

February 10, 2025

Name	Present
Watts Hill, President	Y
Carol Phillips, Vice President	Y
Desiree Williams, Treasurer	
Dan Smith, Secretary	Y
Greg Casewell, Director	Y
Jerry Pomeroy, Field Service Manager	
Linda Everett, Office Manager	Zoom
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:

Cathy Caswell
Rea Howarth

Guests via Zoom:

John Hight
Melanie Dudley
Rob Soldon
Jeanette Myer
Ron Perlik

Meeting called to order: 7:07

Old Business

In the meeting, HKOAI discussed the minutes from the previous meeting, recommending not to approve them as submitted due to lack of discussion and subject details. HKOAI also brought up the issue of leasing the clubhouse and full occupancy, mentioning that no decisions were made and no feedback was received.

Approve minutes from January 13 with the following changes:

Add net to \$612,213 and clarify Watts proposed budget verbiage, for the 2025 – 2026 budget year

Greg Caswell made motion to approve, Watts Hill second. Approved by all present.

Approve minutes from January 27. Greg Caswell made motion to approve, Carol Phillips second. Approved by all present.

New Platform for Community Management – Town Square

In the meeting, HKOAI discussed the implementation of a new platform for the community, designed to streamline communication, document management, and task assignments. The platform will be accessible to all residents, allowing them to update their personal information and submit requests for architectural reviews or other services. HKOAI also mentioned the potential for payment processing through the system in the future. Linda suggested adding her to the various groups for visibility and access. The team also discussed the challenge of ensuring correct email addresses for all residents, with Linda suggesting a quote or question on their email blasts to encourage updates. The platform was described as a commercial tool designed for homeowner associations, aiming to bring order and simplicity to the community's operations.

Cell Phone Service and Bylaw Compliance

HKOAI discussed the challenges faced with the cell phone service, particularly the cost and the need for new phones. He mentioned that the service cost was competitive but the cost of new phones was a concern. He also discussed the need for protective cases for the phones, which would add an additional expense. The board was asked for their opinion on whether they should continue using personal phones or switch to the new service. HKOAI also reminded the board about the importance of following the bylaws regarding sheds and other changes to houses. He warned about the potential legal consequences of not following the bylaws. Lastly, he discussed the issue of unauthorized salt application on the roads, which could damage the chip coat and result in costly repairs. He urged everyone to report any such activities to the field service manager.

We received a VDOT letter of intention to begin their preliminary safety studies toward the improvement of the intersection.

New Business

Property Values and Board Involvement

The meeting discussed various topics, including the reassessment of property values in the community and the potential involvement of the board in addressing this issue. Rob Soldon, a new resident, expressed concern about the tax assessment and suggested the board could take a position on the matter. It was also suggested that High Knob should receive consideration for the cost of maintaining our own roads and water system. He also proposed organizing an informal meeting for residents to discuss the issue. Carol Philips will email the article from the Waren Sentinel on increased home values.

Office Manager Report

Linda, the office manager, reported on her work, including updating the office laptop, reconfiguring the Gmail inbox, and working on improving the invoice payment process. The board decided to adjourn the meeting.

Meeting Adjourned: 8:04

Upcoming meetings:

February 24

March 10

March 24