

**Unicoi Springs Camp Resort  
Board of Directors Meeting Minutes  
October 16, 2015**

**Board Members in Attendance:**

David Stover - President  
Arlon Maddox – Vice President  
Bonnie Jordan – Secretary  
John Gaines, Tommy Walker, Frank Ward

**Absent:** - Beth Cruz - Treasurer

Meeting called to order by David Stover at 9:00 A.M.  
Prayer given by Frank Ward  
Pledge of Allegiance led by David Stover

**Motions Follow:**

- 1.) **Motion to approve Regular Board Meeting Agenda (10/16/15) with the changes - Finance Advisory Committee tabled until November meeting -Old Business #1. Add New Business #6 – On / Off Fees.  
Motion made by Frank Ward   Seconded by Tommy Walker  
Yeas - David, John, Tommy, Arlon, Bonnie and Frank   Nays – none   Absent – Beth  
Motion Approved**
  
- 2.) **Motion to accept Executive Agenda for Oct. 16, 2015.  
Motion made by Frank Ward   Seconded by Arlon Maddox  
Yeas – David, Arlon, John, Bonnie, Tommy and Frank   Nays – none   Absent – Beth  
Motion Approved**
  
- 3.) **Motion to accept Sept. 9: AM Meeting minutes with a correction listing present and absent – Tommy Walker was absent.  
Motion made by Bonnie Jordan   Seconded by John Gaines  
Yeas – David, John, Tommy and Bonnie   Abstain – Arlon and Frank   Absent – Beth  
Motion Approved**
  
- 4.) **Motion to accept Sept. 19 Minutes for Annual Meeting minutes at 1: PM.  
Motion made by Bonnie Jordan   Seconded by Tommy Walker  
Yeas – David, Arlon, John, Bonnie and Frank   Abstain – Tommy   Absent – Beth  
Motion Approved**
  
- 5.) **Motion to accept Closed Board Meeting minutes Sept. 19, 2015 at 3:01 PM.  
Motion made by Arlon Maddox   Seconded by Frank Ward**

Yeas – David, John, Tommy, Arlon, Bonnie and Frank Nays – none Absent – Beth

- 6.) Motion to leave Maintenance Fees at \$410.00 for the next year.

Motion made by Arlon Maddox Seconded by Frank Ward

Yeas – David, John, Arlon, Bonnie, Frank and Tommy Nays – none Absent – Beth

Motion Approved

- 7.) Motion to make Split Billing a policy for 2016.

Motion made by Arlon Maddox Seconded by Frank Ward

Yeas – David, Arlon, Bonnie, Frank, Tommy and John Nays – none Absent – Beth

Motion Approved

- 8.) Motion to approve PROPOSED BUDGET for 2016.

Motion made by Frank Ward Seconded by Tommy Walker

Yeas – David, Arlon, Bonnie, Tommy and Frank Nays – John Absent – Beth

Motion Approved

- 9.) Motion to accept meeting schedule as proposed on 10/16/15.

Motion made by Bonnie Jordan Seconded by Tommy Walker

Yeas – David, Arlon, Bonnie, John, Tommy and Frank Nays – none Absent – Beth

Motion Approved

- 10.) Motion to open area 6 as an overflow.

Motion made by Bonnie Jordan Seconded by David Stover

Yeas – David, Arlon, Bonnie, John, Frank and Tommy Nays – none Absent – Beth

Motion Approved

- 11.) Motion to adjourn at 12:45 PM.

Motion made by Arlon Maddox Seconded by Tommy Walker

Yeas – David, Arlon, Bonnie, Tommy, Frank and John Nays – none Absent – Beth

Motion Approved

**Manager Reports:**

**Joyce Tallman - Business Manager**

Maintenance Fees collected as of September 30, 2015 \$903,705.20

Maintenance Fees collected as of September 30, 2014 \$838,066.21

There are currently 45 owners that have not paid their 2015 maintenance fees.

23 Ownerships were sold during our eight day sale last month.

244 Ownerships are for sale.

There are currently 13 RV storage spots available and 6 golf cart spots available.

### **Steve Tallman – Maintenance Manager**

#### **Park Improvement work:**

- Put new siding on back wall of laundry
- Cut dead trees around sites 128, 130, 131
- Worked on park cleanup
- Mowed back fields
- Mowed, weed eat and sprayed weeds
- Blow leaves around park

#### **Administration:**

- Put enzymes in septic system and inspected playground
- Checked daily well readings as a result of fixing several water leaks under the road, water usage is down
- Sent in monthly well reports
- Pressure wash front of clubhouse, the roofs at the laundry room and golf cart storage
- Pressure wash the decks on all cabins
- Patch road at site # 49, 270, 232
- Shut down lower pool
- Moved 228 campers
- Rebuilt light poles at lower pool
- Painted back of laundry room
- Installed new dryer vents behind laundry
- Split wood and filled up all racks around fire rings
- Sent quarterly water sample to State
- Repaired or replaced numerous lights throughout the park
- Repaired or replaced numerous spigots throughout the park

### **Treasurers Report by Arlon Maddox for Beth Cruz:**

- Reviewed and audited check ledgers for September. Will review cash summary by next month.
- Reviewed payable receipts.
- The complete Treasurer's report is in the office which lists Banks and balances, as well as investment information and is available to all owners.

### **Additional Reports**

**By Laws and Covenants by Bonnie Jordan:**

Bonnie reported she had requested a return call from our Attorney. There are questions about how to do the votes and we are requesting it in writing after the last minute changes that Rebecca had given us before the By Law voting this past July. Thankfully, we had a good response and they passed easily but the Covenants requires nearly 3 times the votes to pass and it will be a daunting task.

**Activities by David Stover:** There is a Breakfast on October 17 and again October 24 to get the events of the Halloween Celebration started. It is our biggest event of the year, with a variety of activities for the children.

We have had many meals this year that not only pay for themselves but have earned us money to get the side panels for the outdoor cooking area next to the Activity Building. It was suggested by the Health Inspector during the last inspection.

The annual Thanksgiving Dinner will be held in the Clubhouse on Saturday, November 7 at 12:00. As usual, bring two dishes to pass between 11:30-11:45. Volunteers are welcome.

**Grounds by Bonnie Jordan:** No Report

**Buildings by John Gaines:** No Report

**Equipment by Tommy Walker:** Tommy reported the three RXV golf carts don't work well for our terrain. We need to replace them with Club golf carts. We, also, are in need of a bucket truck for tree trimming and gutter cleaning, as well as changing the taller street lights.

**Rules, Regulations, Policies and Procedures by Arlon Maddox:** Arlon is working on the Employee Handbook updates. The pet policy will again be reviewed before January 1.

**Marketing by Frank Ward:** We are developing a Marketing program. Anyone interested in participating, please, contact Frank through the office.

**Old Business:**

Finance Advisory Committee Policy and Procedures vote is postponed until the November Board meeting.

**New Business:**

Beth is interested in charging \$5.00 per day to cover cable and wifi for Coast to Coast campers. Frank will work with Joyce and Beth on the feasibility of the \$2.00 increase.

On November 19, 2015 the Board will meet with the accountant at 9:00AM. In addition, the Board will meet on Nov. 19 at 10:30 AM with our insurance broker to review any changes and next year's costs. We will also meet with Kevin Tanner of Tru-Vision Security, to review our security contract. Bonnie, Frank and John will work on any changes needed in the contract. It is due by March 1, 2016.

John requested a discussion on raising fees for the On / Off service provided by our Maintenance staff. A study done a few years ago showed we are not meeting costs. No action was taken. The Finance Committee will be asked to do a new study in 2016 to bring costs current and justify any increase.

The meeting was open for member questions or remarks.  
The meeting was adjourned at 12:45. See Motion 11.

Respectfully,

  
Bonnie Jordan  
Secretary