

Unicoi Springs Camp Resort
Board of Directors Regular Meeting Minutes
January 19,2017

Board Members in Attendance:

David Stover – President
Arlon Maddox – Vice President
Beth Cruz - Treasurer
Bonnie Jordan - Secretary
Thurman Carpenter and Frank Ward
Absent- Tommy Walker

Meeting called to order by David Stover at 8:27 AM.

Managers Meeting with Managers only called to order by the President.

Prayer given by Frank Ward and Pledge of Allegiance by all.

Welcome and Comments by David Stover.

Joyce Tallman – Business Manager:

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|--|--------------|
| Maintenance Fees collected as of December 31, 2016 | \$309,917.74 |
| Maintenance Fees collected as of December 31, 2015 | \$314,359.81 |

There are 8 RV spots available and 5 golf cart spots available.

14 Rentals units and 4 Bathhouses have been deep cleaned.

The inventory for 2016 has been completed with no discrepancies.

The newsletter will be going out early March. Please advise Christine or myself (Joyce) of anything you would like to see in the newsletter.

Steve Tallman – Maintenance Manager:

Work completed by Maintenance Personnel from 11/13/16 thru 1/12/17

Park Improvement work:

Work on Putt-Putt Golf course as of this week is approximately 40% done.

Expedited work orders.

Replaced floor in Rental on site #67 in the bathroom and in rear bedroom.

Rebuild wall in front corner of Rental on site #283.
Sealed roof and side seams of Rental on site #58.
Built roofs for power boxes.
Repaired two main water lines at sites #225 and #150.
Preparing holes in roads for concrete.
Clean of roofs and gutters.

Administration:

Moved 279 campers from 11/13/16 to 1/12/17.
Put enzymes in septic system and inspected playground equipment.
Checked daily well readings.
Sent in monthly well reports and quarterly water samples.
Filled rental propane tanks.
Service complete on trucks and shop equipment.

We have done November's safety videos.
Steve and members of the Board of Directors discussed the need for a 100gallon transfer tank for diesel fuel and buying it for off road will get us a cheaper price. We currently send a worker to the gas station with multi gas cans. It will save time and money. We need a trailer to hold the tank. See **Motion 1**.

See **Motion 2** for the purchase of a new truck. We do not yet have a delivery date for the F350 truck.

Steve discussed the need for additional form boards. The Mini Golf course took 41 yards of concrete. We also need fencing for the playground and Mini Golf area. Steve turned in to the Board a Prioritized list updated for the Winter Projects for 2016 – 17, put together by Arlon and Steve.

Meeting stopped at 9:57 AM to go into Executive Meeting.

Executive Meeting called to order by David Stover at 9:58:

Motions Follow:

1. Motion to approve Executive Minutes dated November 11, 2016
Motion made by Arlon Maddox Seconded by Thurman Carpenter
Yeas- David, Arlon, Beth, Bonnie, Frank, Thurman and Tommy Nays- None
Motion approved

Executive Meeting Adjourned at 10:03.

Meeting restarted at 10:10 AM in the Activities Building (open meeting).

Board Members in Attendance:

David Stover – President

Arlon Maddox – Vice President

Beth Cruz – Treasurer

Bonnie Jordan – Secretary

Frank Ward, Thurman Carpenter and Tommy Walker

Meeting called to order by David Stover at 10:10 AM.

Prayer given by Thurman Carpenter

Pledge of Allegiance led by David Stover

Motions Follow:

1. Motion to buy 18' utility trailer for \$900.00 as is.
Motion made by Tommy walker Seconded by Frank Ward
Yeas – David, Arlon, Beth, Bonnie, Tommy, Thurman and Frank Nays – none
Motion Approved
2. Motion to purchase 2017 F350 truck with flatbed installed at \$41,335.00 from Jacky Jones (dealership) of Cleveland, GA.
Motion made by Tommy Walker Seconded by Arlon Maddox
Yeas – David, Arlon, Beth, Bonnie, Tommy, Thurman and Frank Nays – none
Motion Approved
3. Motion to approve Agenda for January 19, 2017 General (Regular) Board of Directors Meeting.
Motion made by Bonnie Jordan Seconded by Thurman Carpenter
Yeas – David, Arlon, Beth, Bonnie, Frank, Tommy and Thurman Nays – none
Motion Approved
4. Motion to approve the General (Regular) Meeting Minutes for November 18, 2016.
Motion made by Bonnie Jordan Seconded by Frank Ward
Yeas – David, Arlon, Bonnie, Thurman and Frank Nays - none Abstain – Beth and Tommy
Motion approved
5. **Motion without a Meeting – dated 11/18/17**
Motion that Unicoi Springs Camp Resort participate in the January 20,21 and 22, 2017 Cobb Galleria Camper Show at the cost of \$475.00 for a 10X10 booth.

Also, to attend the Atlanta Camping and RV Show on January 27,28 and 29 at the cost of \$725.00 for a 10 X 10 booth.

Motion made by Bonnie Jordan Seconded by Thurman Carpenter

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

Motion Approved

6. Motion to increase Rental fees \$10.00 across the board for all Rentals.

Motion made by Bonnie Jordan Seconded by Tommy Walker

Yeas – David, Arlon, Beth, Bonnie, Tommy and Frank Nays – Thurman

Motion Approved

7. Motion to have Employer pay 80% of Health Benefit Package and Employees will pay 20% of the cost.

Motion made by Bonnie Jordan Seconded by Arlon

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

Motion Approved

8. Motion to table Budget 2017 until March Meeting for further review.

Motion made by Tommy Walker Seconded by Arlon Maddox

Yeas – David, Arlon, Beth, Bonnie, Frank, Thurman and Tommy Nays - none

Motion Approved

9. Motion to sell the 3 Ezgo, 1 Club Car and 2 chargers to Pat Kolashinski for a total of \$1600.00.

Motion made by Tommy Walker Seconded by Arlon Maddox

Yeas – David, Arlon, Beth, Bonnie, Frank, Thurman and Tommy Nays - none

Motion Approved

10. Motion to adjourn at 12:34.

Motion made by Tommy Walker Seconded by Arlon Maddox

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

Motion Approved

The Board appreciates the work done by several of our owners and Maintenance. Abby Hanley is planning on staining the Pavilion.

Treasurer's Report by Beth Cruz:

- Reviewed and audited check ledgers and cash summary for November and December.
- Reviewed Payable receipts.
- **The complete Treasurer's report is available in the office which lists banks and balances, as well as investment information and is available to all owners.**

- Financial Procedures and Policies, I have no recommendations to add/change/or delete. Joyce and I reviewed the General Insurance coverage of the Resort with Mike Musselwhite December 15th, 2016.
- Joyce and I updated the approved proposed budget with actual 2016 numbers and line item adjustments for the Board's review and approval.
- Joyce and I reviewed the Employee Health Benefits Package.

Items the Treasurer will be working on for February-March:

- 2017 Actual Budget final figures- after the Mini Golf and Playground numbers for the 2016-17 Winter Work are available for Beth.

The Board discussed our Budget versus Costs, including upgrading sites and amenities. There is a need to review our income options. See **Motion 6**.

The Board also discussed the rising cost of Healthcare and our need to share the cost increase with our employees. See **Motion 7**.

After a review of the 2017 Budget, as presented, it was determined that we will table the 2017 Budget until March. See **Motion 8**.

Buildings Report by Thurman Carpenter:

We reviewed rates charged at local motels, inns and Unicoi State Park. See **Motion 6**.

Grounds by Arlon Maddox:

The Board was presented with a drawing to complete the incomplete entrance of our beautiful Resort. The drawing is very well designed and plants and bushes are named. With the information and the drawing as a guide, this could be completed by us at a considerable savings.

Equipment by Tommy Walker:

Tommy suggested a larger TV for the clubhouse so that big events such as Football playoffs could be enjoyed as a group and snacks could be shared like tailgating.

He requested we review the current Surplus Policy. The golf carts were put out to owners for bids with little responding interest. They will not run and were not sold. Tommy then looked for interest from golf cart sales companies and found all but one were not interested. He has a bid to buy the 4 golf carts and 2 chargers for \$1600.00 total. See **Motion 9**.

Rules and Regulations Report by Arlon Maddox:

Arlon gave the Board a copy of the newest Rules and Regulations for our review. Any changes are in red print.

Owners Relations by Frank Ward:

Frank read a letter requesting a dog run be installed so pets can run unleashed.

A second owner wrote about an owner not cleaning up after pets the owner walks daily.

Reminder: if the owners name is turned in to the office by the witness and a report written, a

fine could be generated as per our Rules and Regulations and the authority is established in our By Laws.

Short and Long Range Planning by Bonnie Jordan:

Bonnie has finished her annual site review. She is requesting a work session with Steve, the Directors of Grounds and Buildings, David and herself in February to incorporate the Buildings Report from last year and any current information that Steve may have. The date is not yet set. In the Spring, she will then include the finance committee and Beth. A report will then be generated for full review with the entire Board of Directors. The goal is to be ready by June to have a Winter Work Project list. This will give Steve more time to plan and give the board more complete and accurate costs. It will also give us a better picture of what we expect to need for Winter Work Projects in the next couple of years and to incorporate any buildings work needed for up to 5 years.

Further review of a possible dog run will be considered while studying long and short term planning and land use within our Resort.

Covenants/By-Laws: Tabled until April 2017(work on computer networking).

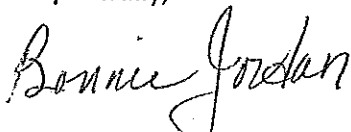
Attorney bids will be considered this Spring.

We continue to discuss the need for a Meet and Greet Committee with guidelines to be followed.

Work Session for all Board Members available on Thursday – March 16 at 9:00 am.

Meeting Adjourned at 12:34pm. See Motion 10.

Respectfully,


Bonnie Jordan