

**Unicoi Springs Owners' Association
Minutes of Called Meeting of Board of Directors Meeting
March 16, 2012**

Board members in Attendance: Gary Bryan, President/Buildings
Aileen Connor, Vice President/Special Assignments
Doug Waters, Secretary/Rules and Regulations
Mark Cook, Buildings/ Owner Relations
Beth Griner
Marvin Hill, Equipment
Absent (Excused full day) Kathy Davis, Treasurer

8:30AM Board meeting was called to order by President Gary Bryan.
Opening Prayer was given by Mark Cook.

A motion was made to approve the January 20, 2012 minutes as corrected.
Motion by Aileen Connor
Second Mark Cook
Vote Unanimous

Office Manager's Report: Joyce Tallman.

Maintenance fees collected as of February 29, 2012 \$548,502.84
Maintenance fees collected as of February 28, 2011 \$561,108.92

There are 178 accounts that the first portion of the 2012 maintenance fees have not been paid. At this time last year there were 142 that had not paid the first portion.

Currently we have 239 ownerships for sale compared to 194 last year this time.

Currently we have 7 names on the waiting list for RV camper storage and 2 names waiting for golf cart storage.

This is the year that a partial audit will be prepared.

An Owner Incentive Program was handed out for the Board to review and discuss next month.

Maintenance Manager's Report: Gary Bryan for Steve Tallman

Gary Bryan talked to Steve and reported on maintenance.

Daily maintenance is ongoing.

Refer to the maintenance report for all work accomplished since January 1, 2012.

Bathroom number one is a concern. Gary Bryan will check on this problem and report back his findings to Steve Tallman.

Gary Bryan discussed how we can improve the membership sales by our office staff. It will be discussed again at a later date.

Huel Pass donated a pool table to USCR that was put in place upstairs for the youth.

Thank you, your donation is greatly appreciated.

A pool table cover had to be purchased for the donated pool table for \$195.32. This was an unexpected cost that was a non budgeted item.

Old Business

A motion was made to stop all employees from working in the park off the clock until further notice.

Motion: Mark Cook

Second: Doug Waters

Vote: 3 For

Abstained: 2 Marvin Hill, Beth Griner

At 9:45 Gary Watson and his wife did a presentation on First Data, Inc. This company is a credit card processing company. No decision was made to change to this company at this time. A comparison will be done with the company we are presently using.

Directors Reports

Finance: Beth Griner for Kathy Davis.

Check ledgers and cash summary were reviewed and audited for January and February. Reviewed invoices for winter projects. All invoices were in order.

THE DETAILED FINANCIAL REPORT WILL BE AVAILABLE IN THE OFFICE EACH MONTH!

The meeting was adjourned for lunch at 11:50A.M.

The meeting was called back to order at 1:00P.M. Beth Griner excused herself for the afternoon session.

Rules and Regulations: Doug Waters

Owners need to check rules and regulations for updates.

Grounds: Mark Cook

Mark Cook went over completed winter projects. Decks are a main concern at this time.

Buildings: Gary Bryan

The new pool table cover is on the donated pool table. Fans in the clubhouse look good. Bathhouse number one will be checked due to shifting. Bathhouse number two doors have been reworked. New chairs are in place in the activity building. Old chairs need to be stored. Due to limited space they will be stored on the shelf at the covered golf cart storage area and covered properly.

Equipment: Marvin Hill

Equipment is being serviced regularly.

Long Term Planning: Aileen Connor

A meeting will be held with committee members present in the park to begin the process of updating and adding new ideas for a five year plan. This plan will be put together to be presented to the Board with consideration to priorities and funding available.

Owner Relations: Mark Cook

Letters were read and will be answered. Please make sure your U# or name is on letters. At this point the board discussed opening the lower pool and heating it for Spring break. It was approved to give Steve Tallman a work order to prepare the pools, to get the pools inspected and to heat the lower pool. The pool will open March 31 pending inspection approval by the County officials.

Activities: Board Committee Representative (Aileen Connor)

Easter activities are planned. A volunteer list for each activity is posted.

Adult activity volunteer list is posted.

Gary told the board that Aileen Connor will handle all request for purchasing for activities and sign off on them.

New Business: Discussed an offer by Steve Henson to purchase the green Chuck Wagon Utility Vehicle (green ATV) that is rarely used in the park.

A motion was made to swap the Chuck Wagon Utility Vehicle two wheel drive (green ATV) which is not suitable for our present needs for a 2007 Easy Go golf cart plus \$500.00 with Steve Henson.

Motion by Doug Waters

Second Marvin Hill

Vote Unanimous

Three bids were received for the purchase of a Smoker/Grill.

A motion was made to purchase from Southern Creations a Bubba smoker/grill Model 250/R with a smoker box for \$3074.00 tax included.

Motion by Doug Waters

Second Mark Cook

Vote Unanimous

An owner request for funds for an organization was discussed. This request was declined due to the fact it is not a budgeted item.

Owner and personnel matters were discussed in executive session.

A motion was made to adjourn the March 18 meeting at 3:55 PM.

Motion by Mark Cook

Second Marvin Hill

Vote Unanimous

Respectively submitted



Douglas Waters, Secretary