

Unicoi Springs Camp Resort
Board of Directors Regular Meeting Minutes

May 19,2017

Board Members in Attendance:

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

Meeting called to order by David Stover at 8:30 AM.

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

Prayer

Joyce Tallman – Business Manager:

Maintenance Fees collected as of April 30 th , 2017	\$836,146.83
Maintenance Fees collected as of April 30 th , 2016	\$833,638.62

There are 91 accounts that have not paid the 1st portion of the 2017 Maintenance fees, compared to 82 last year, at this time.

There are 27 accounts that have not paid the 2nd portion of the 2017 Maintenance fees, compared to 49 owners last year, at this time.

There are 12 owners waiting for RV storage and 3 golf cart spots available.

During last month's Grand Opening Sale, 38 ownerships were sold generating income of \$96,000.00. The expense was \$5,320.00. **A BIG THANK YOU TO EVERYONE INVOLVED!**

Joyce discussed concerns regarding our phone service. The phones are giving incorrect messages if they are unable to answer by the 4th ring and calls have been dropped. Attempts have been made to correct the problems, including replacing 4 of the 6 phones in the office. We depend on our phones to service our owners. Beth will set up a meeting with the company this next week. If corrections are not made in 30 days, we will look for a different company to service us. In addition, the fax machine is not working properly. The Board agrees it needs to be replaced with an up to date machine.

Steve Tallman – Maintenance Manager:

Work completed by Maintenance Personnel from 4/22/17 thru 5/19/17

Park Improvement work:

Expedited work orders.

Put grass seed down at lower tent sites.

Took trees down at upper tent sites.

Put railroad ties down at the upper tent sites. Please note that due to short staff and weather, the tent site renewal will be completed when the Maintenance crew have the staff and time.

Cut grass in the park.

Thanks to all volunteers for getting the leaves up in the park.

Picked up the new truck on 5/12/17. It is currently being adapted for camper moving.

Administration:

Moved 273 campers from 4/13/17 to 5/16/17.

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 back hoe and skid steer.

Thanks to the hard work of the employees to get the pools inspected and passed again.

Steve reported that the old 350 truck needs an overhaul.

Steve has advertised for the Maintenance staff openings but responses are few.

When the pools were inspected, they passed on the first inspection. They have been opened early due to the hot weather but will follow the policy on heating the lower Pool, starting a few days before Memorial Day Weekend starts.

Windstream has installed 3 trunks with larger wire to get clearer pictures. Around the resort, there will be larger boxes to boost the signal. When completed, the service will be considerably better.

Steve discussed the sewer system and we have 2 new panels. He said we will need 2 more tanks in 2018. Every pump would get filtered to keep them free of debris. The total picture is to make the capacity of our system good for many years to come.

He asked us to consider putting larger LP tanks and hard pipes on our rentals now that we are again open all winter.

Meeting adjourned at 9:25AM to go into Executive Meeting. See Motion 1

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

Thurman Carpenter and Tommy Walker

Absent – Frank Ward

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

Prayer given

Pledge of Allegiance by all

Welcome remarks were made by President David Stover

Motions Follow:

1. Motion to adjourn the Regular Board (Managers) Meeting of May 19, 2017 @ 9:25 to go into Executive Meeting.
Motion made by Bonnie Jordan Seconded by Arlon Maddox
Yeas – David, Arlon, Beth, Bonnie, Thurman and Tommy Nays – none Absent – Frank
Motion Approved
2. Motion to approve the Regular Board Meeting Agenda for 5/19/17 (May 19, 2017).
Motion made by Bonnie Jordan Seconded by Thurman Carpenter
Yeas – David, Arlon, Beth, Bonnie, Thurman and Tommy Nays – none Absent – Frank
Motion Approved
3. Motion to approve the minutes of the April 21, 2017 Board of Directors Meeting.
Motion made by Bonnie Jordan Seconded by Arlon Maddox
Yeas – David, Arlon, Beth, Bonnie, Tommy and Thurman Nays – none Absent – Frank
Motion Approved
4. Motion to allow Christine to go ahead and plan PR and Sales opportunity for June 17 (Saturday), with permission to open the Summer Craft and Yard Sale to the public.
Motion made by Beth Cruz Seconded by David Stover
Yeas – David, Arlon, Beth, Bonnie, Tommy and Thurman Nays – none Absent – Frank
Motion Approved

5. Motion to advise the Ladies Time Out organization may not have any further fund raisers after the Board approved July fund raiser at Unicoi Springs Camp Resort. The Board of Directors still has the authority to approve use of the monies that have been and will be collected through the July sale.

Motion made by Tommy Walker Seconded by Bonnie Jordan

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

Motion Approved

6. Motion to adjourn the Regular Meeting of the Board of Directors at 12: noon.

Motion made by Bonnie Jordan Seconded by Arlon Maddox

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

Motion Approved

Treasurer's Report by Beth Cruz:

- Reviewed and audited check ledgers and cash summary thru April.
- Reviewed Payable receipts thru April.
- **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.**
- The One Day Sale was a huge success, 38 memberships sold, \$96,000. In revenue. Christine, staff members, volunteers all did an amazing job! **THANK YOU!**
- Beth also read our Business Managers report as shown at the beginning of these minutes.

During our work session, we discussed the ongoing problems with the office phone system. Beth said she would set up a meeting with Gumby's president. We also discussed the wifi and the system is being closely monitored by the tech, off site. We discussed the By-Laws Article 111. It is not accurate now that we are again open year-round and the wording of usage-how many nights and when. You do not have to own a camper to be a member and be on the Board. We reviewed a letter from our attorney regarding the Ladies Time Out organization. The Barbara Hatcher property in Innsbrook options continue to be investigated. A decision was made after reviewing the appraisal of the Davidson property. We are also looking at signs in our resort

David gave a review of our Executive Meeting subjects which touched on Innsbrook property, Davidson property, personnel and insurance issue. He also confirmed that Dawn came back to work the seasonal office job that has been increased to 40 hours. Welcome back Dawn.

Activities by David Stover:

On May 27, Veterans will receive a free meal after the parade and recognition service for our Vets. Meals will be available for \$5.00 and will include 2 hot dogs in rolls, baked beans, chips, cake, and a drink. Cole slaw, condiments including onions are also included if wanted. Tickets are available or pay at the door.

We are having a LIGHT SHOW for the Fourth of July celebration in addition to multiple activities. So be sure to watch our Activity sheet for the list of events. Volunteers are needed.

The Homecoming meal was attended by approximately 100. A great meal was enjoyed by all. Thanks go to the volunteers for all they do. We can't have dinners and special events without volunteers.

Tommy reminded us that he has the duo that sang and played all day at our One Day Sale, coming on June 2nd at 6 PM in the Clubhouse. Please come and enjoy!

Grounds by Arlon Maddox:

Arlon spoke about all the cleanup work that was done by our wonderful volunteers. The sale customers were impressed. We presented ourselves well and can never THANK our volunteer Members enough.

The tent area lower part looks very good and the upper area could not be completed by the May 15 date on the original motion because of being short staffed during our busy camping season.

Amenities by Beth Cruz:

Beth reported that she has not been able to get the information from our insurance broker, regarding the spring load riding equipment but did show us and attending members pictures of low spring riding playground equipment. Two pieces, a fire truck and airplane, were picked out for the small children playground area. In addition, a spinning piece of equipment for bigger kids will also be ordered. We are waiting on the wheelchair swing and installation of 2 infant swings. The playground is still a work in progress.

Equipment by Tommy Walker:

The new truck is here and it is being adapted for moving campers. The old truck needs work and then can be used for a backup.

Owners Relations by Frank Ward presented by Arlon:

The Board received only one note with no U# and name. We do not follow up without atleast one and/or the other.

Short and Long-range Planning by Bonnie Jordan:

We have many sites that, at one time or another, were on a list as part of a "winter project" but not done. The Board have each been charged by David with presenting 10 sites, remodeling projects, roofs, water or electric upgrades on buildings, etc, at the next meeting. We need to decide what extra work will be done this winter and try to line up priorities for the next 5 years.

Covenants/By-Laws:

David announced a planning meeting for Saturday, June 10, 2017.

Marketing by David Stover:

Christine offered a plan to open our Resort to the public for our June 17 Craft and Yard Sale. See Motion 4.

Owners Concerns and Questions:

Members that attended the meeting asked questions. Nancy Stern questioned why the sign she ordered was put up and taken down several times. The Board had said last month that a sign stating the special needs swings were for children but forgot to require approval of the wording beforehand. The signs are incorrect and stated ages 0-5 only but one swing is stamped up to 60 lbs and the other up to 125 lbs. Arlon presented the Board with a letter from our attorney stating: the federal Fair Housing Act, which applies to community associations such as USCR – rules restricting or limiting a child under the age of 18 from the use of facilities unless it can be shown the regulation is both reasonable and designed to protect the health, safety and welfare of the child. The Board should stay away from specific age-based restrictions in its rules unless it has a very good safety based reason for the restriction. The age-neutral weight based restriction provided by the manufacturer would be the safest way to go. The swing seats have a weight restriction stamped on them. Work order for Steve – Maintenance Manager.

David also read a letter from our attorney regarding the ladies group. The following paragraph states: I (our attorney) apologize for being the bearer of bad news on this, and again, I mean no disrespect to the ladies or their mission, as it sounds like they are doing truly great work and will continue to do so. However, the Board's duty is to protect the Association from liability and that must be its primary concern here, however worthy the ladies mission may be. In that regard, the Board should do what it can to make sure that marketing materials and communications regarding the ladies outreach is a separate entity from the Association and that the Association is not supporting or overseeing it.

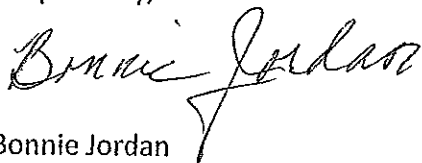
Again, the Board can offer support to the group by providing a place to meet, bulletin boards on which to advertise and even time at membership meeting to address other members (so long as it also gives these rights to other groups).

By having fund raisers on Unicoi Springs Camp Resort premises, the monies had to be kept within our accounts and spent to benefit USCR. It thus leaves us with tax questions and has caused issues among members. What the ladies wish to do at each meeting should be kept totally separate from the Unicoi Springs Camp Resort Association. It has been our error that has allowed the ladies group to become so involved with the Association. See Motion 5.

Work Session for all Board Members available on Thursday – June 15th at 9:00 am.

Meeting Adjourned at 12: noon. See Motion 6.

Respectfully,



Bonnie Jordan