

Unicoi Springs Camp Resort

Board of Directors Regular Meeting Minutes

July 21, 2017

Board Members in Attendance:

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

Managers Meeting with Managers only called to order by the President at 8:25 am.

Steve Tallman – Maintenance Manager:

Work completed by Maintenance Personnel from 06/14/17 to 07/17/17;

- Expedited work orders.
- Tent camping areas are about 95% complete. Need to install rail fencing which should be completed soon by Volunteer and a little work at the cable area is needed. Tent camping is available in all tent sites. David Stover voiced concerns that the tent site areas are being used as a “dog walk” by some of the owners.
- Put booster pump and tank in well house on area 6 with David Stover’s help
- Put in more playground equipment.

Administration:

- Moved 581 campers from 06/14/17 to 07/17/17; averaging 20 moves per day with only one minor incident during that time
- Put enzymes in septic system and inspected playground equipment
- Checked daily well readings
- Sent in monthly well reports and quarterly water sample
- Filled rental propane tanks

New truck is working out good with ability to run three trucks to move campers as long as personnel/volunteers are available.

Suggested Day Laborers for Next Big Holiday (Labor Day) weekend for quick, good Resort presentation due to lots of campers being moved during that time. David Stover will put in work order for Day Laborers for up to two days’ work prior to Labor Day Weekend. David Stover made motion and Beth Cruz seconded motion.

Should have full staff by Monday. Only had full staff for two weeks for last 3 or 4 months.

The board discussed area 6 to do up grades for winter projects.

Thurman Carpenter said #1 and #4 Bath houses need to be reroofed as roofs are over 20 years old. Recommend metal roofing. Steve Tallman spoke with someone today about getting bids for one, two or more bath houses metal roofs.

Steve Tallman said they will be cutting some trees down in the 190's area. Will try to get one tree off site 35 today that has had limbs falling. Tommy Walker said two/three people have discussed a pine tree needing cut from behind site 303 due to chipping around the tree. Steve will look at getting it cut.

Vacation Time was requested for Joyce and Steve Tallman beginning September 20th. Time off was approved.

New employees, Brett and Michael, have been doing a great job and stepping up with the loss of two employees.

Joyce Tallman – Business Manager.

Maintenance Fees collected as of June 30 th , 2017	\$883,085.19
Maintenance Fees collected as of June 30 th , 2016	\$868,558.14

53 accounts still owe full 2017 maintenance fees compared to 68 last year at this time. There are 8 accounts that owe the second portion of the 2017 maintenance fees compared to 26 last year at this time.

There are 28 names on the waiting for RV storage and 3 names on a waiting list for golf cart storage.

Joyce handed out copies of the upcoming Newsletter for review. Need corrections/revisions as soon as possible as she would like to get it to the Printers this Monday, July 24th. The Newsletters will go out on the Monday following Meet the Candidates on August 5th which will give 50 days before the elections deadline.

Joyce worked with the Housekeeping for a full day a couple of weeks ago and that made four of them working until 5:30 p.m. to get everything done. She said they do such an awesome job working in the heat and in the rain getting everything done with a positive attitude.

There has been a lot of laundry added with the new bunk beds campers as there are so many blankets, pillows, etc. to wash every day as people leave the rentals. May need to look at next year's budget at the possibility of getting a seasonal laundry worker during the busiest months,

who could do the laundry and then, while worker is waiting for the laundry to finish, can do other things in the club house; pressure washing a site, picking up cans from the baskets, etc.

Tommy Walker reported a five-piece band will perform on August 5th the day of the Meet the Candidates and then, on the day of the annual meeting, September 16th, Highway 211 will be back.

Discussion by Tommy of all the jobs needed to recycle the aluminum cans. It was suggested that maybe the Ladies Group would like to take over this project. Owners have made comments in the past about wanting to continue with recycling.

Phone System biggest issue now is when you finish a call, and someone rings back; you cannot pick up that call; you have to go to another phone to answer call. Some problems with transferring calls. The other phone problem issues have been corrected.

With WIFI, last Friday there were numerous calls/people coming in all day. There are days with minimal problems calls about WIFI but some days, it is several calls throughout the day. We have doubled our bandwidth. David Stover said we he was told by Jason Handley that when people get through using the WIFI, they should turn off the WIFI and not leave it running as it takes away from others being able to use it.

David Stover said we have found an area in the back of the camp resort near the dam that wouldn't take too much tree cutting or work for making a dog run. We will need a place for golf carts to park while using the dog run and fencing for the area.

No issues needed for an Executive Meeting.

Meeting adjourned 9:53 a.m. per motion by Thurman Carpenter; seconded by Tommy Walker.

Went in to the Open Board Meeting in the Activities Building.

Open Board Meeting

Board Members in Attendance:

David Stover – President

Arlon Maddox – Vice President

Beth Cruz – Treasurer

Thurman Carpenter and Tommy Walker

Absent - Bonnie Jordan and Frank Ward

Meeting called to order by David Stover at 10:05 a.m.

Prayer given by David Stover

Pledge of Alliance to the Flag by all

Welcome remarks made by David Stover

Motions Follow:

1. Motion to accept the Agenda of Meeting for July 21, 2017
Motion made by Tommy Walker Seconded by Thurman Carpenter
Yeas – David, Arlon, Beth, Thurman, Tommy Nays – None Absent—Frank and Bonnie
Motion Approved
2. Motion to accept the minutes from June 16, 2017, meeting with the exception of adding on the last page: work session Covenants Meeting
Motion made by Tommy Walker Seconded by Thurman Carpenter
Yeas – David, Thurman, Tommy Abstained: Arlon, Beth Nays – None Absent—Frank and Bonnie Motion Approved
3. Motion for closing Area 6 was torn up. David stated we are not ready for that and it would be discussed next meeting.
4. Motion to rescind the motion to stop Ladies Time Out Group from not having Fund Raisers.
Motion made by Tommy Walker Seconded by David Stover
Yeas – David, Arlon, , Thurman, Tommy Beth Cruz-Abstain Nays – None Absent—Frank and Bonnie
Motion Approved
5. Motion to Bring Day Laborers in for two days in August to help with cleanup for Labor Day
Motion made by: David Stover Seconded by Beth Cruz
Yeas – David, Arlon, Beth, Thurman, Tommy Nays – None Absent—Frank and Bonnie
Motion Approved
6. Motion to accept corporate resolution of Unicoi Springs Camp Resort to support the Covenants Committee.
Motion made by Beth Cruz Seconded by Arlon Maddox
Yeas – David, Arlon, Beth, Thurman, Tommy Nays – None Absent—Frank and Bonnie
Motion Approved
7. Motion to rescind the Motion #1 from June 16, 2017
To allow campers and golf carts to be washed per our rules but no automobiles.
Motion made by David Stover second by Tommy Walker, Yeas-
David, Tommy, Thurman, Abstained Beth, Arlon Nays None Absent – Frank Ward and Bonnie Jordon.
8. Motion to adjourn meeting at 12:10.
Motion made by Arlon Seconded by Thurman
Yeas – David, Arlon, Beth, Thurman Nays – None Absent—Frank , Bonnie and Tommy.
Motion Approved

A Statement of Work for Review of letter # 2 read in July 21, 2017, Open Meeting. The letter is concerns about the enclosed Golf Cart Storage Area at the Laundry Room. David, Arlon and Steve are to review and decide what and how to correct the problems.
Approved by: David, Beth, Tommy, Thurman

Treasurer's Report by Beth Cruz

- Reviewed and audited the check ledgers through June
- Reviewed Payable Invoice and cash summary through June
- 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
- Beth took a continuing education online for water licensing for \$65. She was certified for another year to do water reports maintenance.

We had a One Day Sale in April that helped with the bottom line as there was a \$67,000 negative figure going into budget for the upcoming year. There is still a \$16,000 negative going into the new year's budget. Should come in flat for the year with the increase in incoming maintenance fees and as per projected historical data.

Schedule 3 given to the Board today will be updated as there are some things that are not allocated correctly and so will not be given to the public at this time but a revised one will be coming out shortly. There had been questions that the Playground was costing over \$100,000, but reports show the Putt Putt area and the playground cost \$47,430.30, so we're not far over budget. We spent \$15,520 on Putt Putt field. The Mulch cost was allocated in the Putt Putt area but should have been placed as Playground so this will bump up the Playground figures and lower the Putt Putt figures when reallocated to correct area.

Activity Storage building has been ordered and should be here any day.

Maintenance fees are being paid sooner this year. Per report given by Joyce Tallman just prior to the meeting:

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There are 28 names on the waiting for RV storage and 3 names on a waiting list for golf cart storage.

There was discussion with Joyce Tallman this morning about budgeting in the future for a seasonal housekeeper due to the large amount of laundry and rentals being utilized and keeping up the rentals during busier times.

Activity by David Stover

When we redid the kitchen area, we did away with some storage area. A new storage building has been ordered and will come in soon to place items that aren't used every day. We did fund raisers to help defray the cost of this building.

Fourth of July celebration was very successful with the camp resort full. No one hurt. Lots of fun with all the activities. We had great volunteers who helped out with the activities and we thank all of them.

Grounds by Arlon Maddox

Thanked all the volunteers that have helped out with all of the work that has been done around the park this year from the front entrance and the playground, four sites redone, tent area; working on finalizing what will be done in the winter by the end of August. Have discussed winter projects, as working on Area 6 where we've had all the water leaks. Area 2 will be closed except for rentals because campers would not be able to come out through Area 6 as it would be under construction.

Building by Thurman Carpenter

We need to recover two bathhouses, #1 and # 4. We are getting estimates for this work. Owners can assist with getting work/repairs done by letting the Office know when problems are found in the bath houses.

Rules and Regulations by Arlon Maddox

Nothing new to report now. Owners can let the Board or Office know of suggestions as we will be updating in the coming months.

Short and Long-Range Plans by David Stover (Bonnie Jordan absent)

List of Sites to be updated should be finished by the end of August. Some sites not mentioned previously, are Site 26 and 14. Owners need to fill out Site Surveys so we know which sites need repairs.

Owner Relations by David Stover (Frank Ward absent)

Letters received from Owners since last Board Meeting:

- 1) Letter was received stating that Board was discriminating against the Ladies Times Out not being able to have Fund Raisers. Board is rescinding last month's motion regarding fund raisers as per page 10 of By Laws which says Fund Raisers can be approved by the Board.
- 2) An Owner asked that we look at doing something to prevent water damage to golf carts in the enclosed golf storage. A Statement of Work was approved to look into what can be done.
- 3) Owner asked that we put up safety rails between the two parts of the Gym Set in the Playground. Board approved that guard rails will be installed.
- 4) Owner states she was unable to get WIFI most of the time that she is at Resort. This issue is being addressed.

From June Meeting, the following letters from Owners had been discussed; however, Owner Relations Director has been out for over a month with illness/death in the family and answers to their letters have not been sent out. David Stover will address issues with the Owners.

- 1) Owner stayed in a rental with air conditioning problems that could not be fixed during their stay asked for refund. Board approved refund.
- 2) Owner stated several issues;
 - Age restrictions at pool tables. Attorney letter states that we cannot discriminate by age so the sign that says 18 years of age or older will be taken down.
 - Selling items like golf carts by Board Members was against rules and needed to be enforced. Rules and Regulations do not state Owners cannot sell items.
 - Board Member had created a job for spouse. Day laborers were used as a last-minute effort to get ready for fourth of July celebration as many things needed to be done since we had been operating with limited staff. The Board felt that we needed last minute help and this was probably the best way to get work done.
 - Anyone doing business in park such as washing campers should be licensed and insured. Owners can contract with whomever they wish to work on their campers.
 - Directors broke rules. We don't know what rules or who has broken rules.
 - Regular park scheduled events should be rescheduled so Owners can use Gazebo, Activity Building, etc. Activity Building has rules stating scheduling rules.
 - Owners need to abide by the rules. We as Owners need to do the best we can to abide by the rules.
- 3) Owner had called and asked that camper be moved onsite with full hookup. Owner couldn't come due to illness and wanted the fees waived. Since work had already been done, Owner was charged for the on/off and hookup fees.
- 4) Owner wants the rocking horses and other playground equipment put back in the Playground. The equipment is being put back in Playground.
- 5) Owner had left bag of trash, two large pizza boxes, frozen drink exploded in freezer and crumbs throughout Rental. Owner felt she shouldn't be fined for everything. Board approved that Owner will have to pay the fine.
- 6) Owner was fined as daughter allowed their dog to use the bathroom in the woods. Owner has issue with numerous people disregarding the One-Way signs. Owner was fined.
- 7) Internet has been down for two weeks. This issue has been addressed with Owner.
- 8) WIFI has not been satisfactory. This issue has been addressed with Owner.

David Stover stated that during the July 21, 2017, regular meeting by a majority vote to approve a Corporate Resolution to establish a Covenants Committee that will recommend an attorney, research and compose and recommend new covenants. A motion was made by Beth Cruz and seconded by Arlon Maddox to accept the Corporate Resolution of Unicoi Springs Camp Resort concerning the Covenants.

After checking with White County and City of Helen, Board approved washing of campers and golf carts last month. Motion # 1 of June 16, 2017, is to be rescinded and we will go back to per the Rules and Regulations that Owners can wash their Camper twice a year only.

WIFI issues were discussed. WIFI Bandwidth was doubled this month. When we arrive at Resort, our phones and other equipment automatically search and hook up to WIFI so we have multiple Users that are not actually using the WIFI. We should disconnect WIFI when not in use to assist with others being able to connect. Office phone issues have improved but still having problems that are being addressed. Jason Handley, an Owner, discussed WIFI. We have a 20 MHz system. Multiple Hotspots kill our signals and prevent others from getting WIFI.

Meeting Adjourned at 12:10 p.m.

Respectfully,

A handwritten signature in cursive script that reads "Thurman Carpenter". The signature is written in black ink and is positioned above the printed name.

Thurman Carpenter