

**Minutes of the Board of Directors Meeting
Unicoi Springs Owners Association
January 16, 2009**

Board Members in Attendance: **Aileen Connor, President**
 Lee Roy Brantley, Vice President
 Beth Griner, Treasurer
 Wesley Copelan, Secretary
 Doug Waters
 Ronald Brett

Board Members Absent: **Doug Shaver**

8:30 a.m. Call to order by President Connor: Board Meeting
 A prayer to open the meeting was given by Lee Roy Brantley.

Approval of November 21, 2008 Minutes

*A motion was made to approve and accept the minutes of the November 21, 2009 Board Meeting.

Motion by Ron Brett
Second by Lee Roy Brantley
Vote was 4 yes – 1 no (Doug Waters)

Managers Reports

Joyce Tallman – Office Manager:

- Maintenance fees collected as of January 16, 2009 total \$539,827.00.
- Inventory has been completed.
- 16 Names are currently on the golf cart waiting list.
- 345 campers are in storage with no names on waiting list.
- 35 Comp stays last year resulting in 6 purchases.
- Steve Tallman and Joyce Tallman have attended a seminar on employee supervision.
- The office staff and Beth Griner participated in a 1 hour phone seminar on “Safety and Security begins at the front desk”.
- Steve Tallman and Joyce Tallman will attend a seminar on January 30th titled “Managing Multiple Priorities, Projects, and Deadlines”.

- Kathy and Joyce will attend a two day ServSafe course February 24th and 25th offered by the White County Health Dept. It is required that all establishments have a Certified Food Safety Manager.

Steve Tallman – Maintenance Manager:

This highlighted report covers November 13, 2008 thru January 13, 2009. More complete details are available in the office.

- Moved 230 campers, compared to 166 last year.
- Repaired light bulbs at various sites.
- Repaired frozen pipes and spigots on 8 sites.
- Repaired water leaks on 6 sites.
- Roads were patched on 10 sites.
- Various repairs to buildings.
- Winter work in progress.
- Maintenance performed on equipment.
- Inventory completed.
- Performance evaluations completed.

Long Range Plans have been evaluated and recommendations were made taking into account even distribution of work to be done throughout the park, economy, and known needs. These plans will be discussed at length at the annual meeting this summer.

Scott Boyd presented an idea and estimates for the conversion of our pool filtration systems to a salt water chlorination system, thus saving the park an estimated \$848.00 on the cost of maintaining our pools.

OLD BUSINESS:

Ways To Save

Pool Salt Water Chlorination System

The proposal Scotty presented to the board was discussed and the board feels that it is a worthwhile project and a statement of work in the amount of \$3456.44 was issued to Steve Tallman to order and install the system on both pools.

Juke Box

*A motion was made to have maintenance look into repair of the jukebox and a final decision as to the disposition will be made at the March Meeting.

Motion by Lee Roy Brantley

Second by Wesley Copelan

Vote was unanimous

Golf Cart Trailers/Utility Trailers

*A motion was made to institute a fee for the storage of golf/utility trailers. This fee will be in the amount of \$10.00 per 14 day use period, not to exceed \$20.00 per month. Coast to Coast guests will pay \$10.00 per period of stay. Storage of trailers will be in designated areas only.

Motion by Doug Waters
Second by Beth Griner
Vote was unanimous

B-Lot Storage

The board discussed the need for more parking of vehicles especially on high volume weeks. Numerous letters have been received as to the inability of many members to find parking for their personal vehicles. It was decided that the best solution would be to make B-Lot parking of vehicles only, move those campers stored there into other storage areas, along with temp storage, thus freeing up sites taken for temp storage to be utilized as available sites for reservation. Electric hook ups will no longer be available to temp storage users, but they can run their propane to keep refrigerated items cold.

*A motion was made to designate B-Lot "Vehicle Parking Only" and temp storage will be available in permanent storage area and no longer on sites. All rules, regulations, and fees apply.

Motion by Doug Waters
Second by Ron Brett
Vote was unanimous

*A motion was made that Temp storage fees will be \$3.00 per day and \$10.00 on and \$10.00 off fees apply.

Motion by Beth Griner
Second by Ron Brett
Vote was unanimous

Coffee and Ice Cream Vending Machines

The idea was brought up of installing coffee and ice cream vending machines in the clubhouse area. This is still under review as more info is needed.

Wi-Fi

We have received several estimates on Wi-Fi service and are awaiting additional information. This will be discussed more during the March meeting.

OTHER OLD BUSINESS

12:00 Adjourn for lunch

12:50 Reconvene from lunch

DIRECTORS REPORTS:

Finance – Beth Griner:

- Reviewed and audited check ledgers and cash summaries for November and December.
- The bank balance in the investment account is \$393,150.76 as of December 31st. Our investment earned \$300.46 for November and December. The account earned \$6582.86 for all of 2008.
- Renewed CD at Community Bank and Trust at 2.85%. I redeemed CD at Hayesville, NC and put a new CD with Community Bank and Trust at 3.75%. These CD's earned us \$33,985.91 in 3 years.
- Joyce and I opened 2 new money market accounts, First Georgia \$140,000 at 2.65% and Traditions Bank \$100,000 at 2.25%.
- Closed the Activities Savings Account and put the money in investment account.
- Ron, Joyce and I reviewed our insurance package with our agent and deleted and added items as needed, and also increased our employee dishonesty policy from \$15,000.00 to \$250,000.00.
- Our benefit package I reported in November was actually Blue Cross/ Blue Shield not MetLife. Joyce and I reviewed the Life, Dental and Disability Plan and can save \$1400 by changing our provider and keep the same coverage.
- Prepared an actual 2009 Budget for review and approval.
- Joyce, Christine, and I will be attending a delinquent account seminar.

*A motion was made to change insurance providers to Principal Life Insurance Company for Life, Dental, and Disability to save \$1400 per year in expenses without changing coverage.

Motion by Beth Griner
Second by Lee Roy Brantley
Vote was unanimous

*A motion was made to purchase and install a new POS System to streamline our front office functions.

Motion by Ron Brett
Second by Doug Waters
Vote was unanimous

*A motion was made that a P.O. will be required for all purchases prior to purchase and an itemized receipt will be required before getting a reimbursement. Effective March 1, 2009.

Motion by Lee Roy Brantley
Second by Beth Griner
Vote was unanimous

*A motion was made to approve the 2009 Budget prepared by Beth Griner as written.

Motion by Beth Griner
Second by Lee Roy Brantley
Vote was unanimous

Activities – Doug Shaver:

Doug was absent due to surgery.

It was noted that during the 2008 season that a total of 2608 Ice Cream coupons were given out. The overall loss on ice cream sales was \$158.53. Much discussion was had on this topic and the distribution of coupons has been an issue for several years, so in that light the board has made the following motion:

*A motion was made that ice cream coupons are to be given out for children's activities only.

Motion by Wesley Copelan
Second by Doug Waters
Vote was 4 yes – 1 no (Beth Griner)

Buildings and Grounds – Ron Brett:

Refer to Maintenance Report which is available in the office.

Rules – Lee Roy Brantley:

Various updates to the rules have been made throughout the year as a result of board action.

Lee Roy is still gathering names for a Reservation Study Committee. More information will follow.

Owner Relations – Wesley Copelan

Minutes were approved; summary was posted within 2 hours of prior meeting, letters from November up to January were discussed and will be responded to by February 28th.

Miners Mountain

The board met with a representative of Miners Mountain to hear his concerns regarding the visibility of our storage lots from some properties in their community. He presented several ideas which were taken into consideration.

After meeting with Miners Mountain Representative Lenny Daniels, the board discussed the prudence of being proactive and good neighbors. Discussion was held and a motion was made.

*A motion was made to purchase Leland Cypress trees approximately 12 ft tall to be planted at H Lot along with planting winter rye grass along with purchasing 12 loads of gravel.

Motion by Ron Brett
Second by Doug Waters
Vote was unanimous

NEW BUSINESS:

Board Meeting Dates

*A motion was made to approve the 2009 scheduled board meeting dates as the 3rd Friday of each month.

Motion by Beth Griner
Second by Wesley Copelan
Vote was unanimous

Old Sofas in Clubhouse

*A motion was made to donate the 2 sofas which were replaced this year to charity.

Motion by Ron Brett
Second by Beth Griner
Vote was unanimous

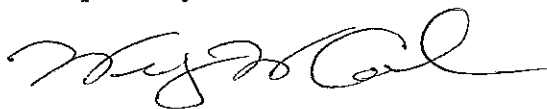
Pool Open/Close Dates

*A motion was made to set the pool open/close dates as follows: Lower Pool opens May 15th, 2009 and closes September 28th, 2009. Upper pool opens May 15th 2009 and closes September 8th 2009.

Motion by Beth Griner
Second by Wesley Copelan
Vote was unanimous

Meeting was adjourned

Respectfully Submitted



**Wesley Copelan
Secretary**