

**Minutes of the Board of Directors Meeting
Unicoi Springs Owners Association
October 17, 2008**

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

Board Members Absent: **Doug Waters, Vice President**

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 September 19, 2008 Minutes

*A motion was made to approve the minutes of the September 19, 2008 meeting.
Motion by Ronald Brett
Second by Beth Griner
Vote was unanimous

Managers Reports

Joyce Tallman – Office Manager:

- Maintenance fees collected as of September 30, 2008 total \$769,520.56 with 2356 Accounts paid leaving about 45 unpaid this year (not counting arrears from past years).
- To compare with last year, as of September 30, 2007, \$762,395.65 had been collected.
- There are currently 28 names on waiting list for storage.
- There are 15 names on the waiting list for golf cart storage.
- Discussed what information can and cannot be given to owners regarding other owner's information.

Steve Tallman – Maintenance Manager:

- Moved 535 campers. Last year moved 342 campers in same time period.
- Repaired broken see saw at playground.
- Curbs painted at entrance by Mr. Rice.
- Repaired Cable TV at various sites.
- Closed and winterized upper pool.
- Replaced some broken deck boards on decks.
- Cut and split firewood.
- Painted clubhouse steps and ramps with Non Skid Paint.
- Checked rentals propane 2 times.
- Built 12x12 DJ Stage.
- Cleaned and filled all fish feeders.
- Various work performed on Maintenance vehicles.
- Grass and landscaping maintained.
- Performed various minor repairs to other park areas.
- Started a written preventative maintenance program.
- Put together list to be considered for alternate winter work.

OLD BUSINESS:

Coast to Coast

Notification must be given to Coast to Coast as to our black out dates. We are allowed to block up to 7 days each month, with no restrictions, and those days do not have to be consecutive. A motion was made to block the following dates; Memorial Day Weekend, July 4th Weekend, Labor Day Weekend, Annual Meeting Weekend, and 3rd and 4th Weekends in October.

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

Juke Box

Doug Shaver has stated that he had not yet had time to remove it from the Maintenance Shop, but that he would do so ASAP.

Finance Committee

The intention to set criteria and establish protocol for the new Finance Committee was tabled until November Meeting.

OTHER OLD BUSINESS

Activity Building Improvements

The Activity Building improvements discussed at the March 14, 2008 meeting and given the go ahead to begin April 15, 2008 did not begin as planned because of lack of bids on each phase. The project is still in the planning stages. Once a decision has been reached, the board will make a motion to move forward.

Weather Alert Siren

A motion was made to correct a discrepancy at the March 14, 2008 meeting where Doug Waters was given the authority to move forward with the purchase and installation of the Severe Weather Alert Siren without an official motion and vote being called. This motion serves as such approval, after the fact.

Motion made by Wesley Copelan
Second by Lee Roy Brantley
Vote was unanimous

DIRECTORS REPORTS:

Finance – Beth Griner:

- Reviewed and audited check ledgers and cash summary for September. Our bank will credit 32.00 NSF on check transfer which they did not process on time.
- Investment account balance is currently \$99,961.67 as of September 30th, earning 2.75% (\$169.50) for the month of September.
- We have spent \$2409.56 on Blossom Gas to heat the lower pool. I would recommend we apply the savings account money for the heating of the lower pool to LP gas line item and close that account by the end of the year. All money can be accounted for thru the cash summary.
- Currently our income is \$112,994 less than last year and expenses are \$36,092 more than last year, leaving us with a negative cash flow of approximately \$60,000, at this time. We need to evaluate budget dollars needed for next year, and decide how we can generate the needed cash flow to correct this shortfall thru maintenance and storage fees.

A motion was made to Close the Activity Savings Account (money raised to heat the lower pool) and apply those funds to LP Gas Expense.

Motion by Beth Griner

Second by Doug Shaver

Vote was unanimous

Activities – Doug Shaver:

- Activities for the upcoming Halloween Weekend are in full swing, we expect a full camp and many things for kids and adults to do.

Buildings – Ron Brett:

- Replaced exhaust fans motors in Kitchen.
- Various repairs to bath houses.
- Painted trim in laundry room.
- Installed locking gas valve on propane line in kitchen.
- Replaced lockset in clubhouse.

Grounds – Doug Waters:

No report given due to absence.

Rules – Lee Roy Brantley:

- Reservation Study Committee met for its first meeting and began exploring direction and ideas. Further discussion to follow and ideas to be explored.
- TEMP STORAGE – Forms will be available to pick up in the office in advance to allow members time to fill out at their leisure, and then to be turned in at the time of request as outlined in the rules.

Owner Relations – Wesley Copelan

Minutes were approved, summary was posted within 2 hours of prior meeting, and various letters discussed and will be responded to.

NEW BUSINESS:

Park Close and Open Dates Set

A motion was made to set the park closing and open dates as follows; Close the Park for the winter on January 2, 2009 and Re-open the Park on March 2, 2009.

Motion made by Beth Griner

Second by Ronald Brett

Vote was unanimous

Maintenance Fees Set for 2009

The issue of changing maintenance fees is always a topic none of us like to discuss, but it is a necessary fiscal responsibility of this and any board. The plain simple fact is that income is down, operating expenses are up, so something must be done. The board spent a substantial amount of time discussing cuts to minimize any increase and finally worked out a way to meet budgetary needs with minimal impact on members.

A motion was made by Doug Shaver to raise maintenance fees by \$25.00 and storage fees by \$25.00, but failed to get a second to that motion.

A motion was made to increase Maintenance Fees \$50.00 to a total of \$375.00, and increase Storage Fees \$25.00 to \$325.00 annually (or \$32.50 monthly if not paid annually)

Motion made by Wesley Copelan

Second by Doug Shaver

Vote was unanimous

A Motion was made to allow split billing of Maintenance Fees, with half due January 1, 2009 and the balance due April 1, 2009.

Motion made by Beth Griner

Second by Ronald Brett

Vote was unanimous

OTHER NEW BUSINESS

Winter Work

At the last meeting, the board requested Steve Tallman compile a list of alternate work ideas for the winter, in light of weakening economic issues and the necessity of being fiscally responsible. Previously, the board had discussed, approved, and rescinded winter work on 9 to 15 sites at a cost of \$70,000 to \$75,000. This list of alternate work totals less than \$25,000 and is detailed below in order of priority:

- 1) Upgrade sites 70-72 new 30amp, yard hydrants and move sewer. Upgrade sites 73-77 to new 50amp
\$4499.23
- 2) Upgrade clubhouse men's and lady's restroom to ADA compliance.
\$4329.72
- 3) Rebuild railroad tie wall in area 1 along Mtn. Laurel Dr using 4x6 pressure treated lumber.
\$2603.45
- 4) Build 3 handrails in Tent area, horseshoe pits (in middle of stairs), and Bath house 2 (in middle of stairs)
\$146.31
- 5) Work on decks and put handrails to code.
\$1974.99
- 6) Patch 7 holes in the roads with concrete. (21 yards @ \$95.00 4" thick with fiber)
\$1995.00
- 7) Pour pad extensions on sites 53,54,55,59,60,61,73,74,75,76, and 77 where previously extended with gravel. 11.4 yards @ \$95.00 4" thick with fiber.
\$1083.00

- 8) Replace 3 old in ground water shut off valves. 1.6 yards @\$95.00 4" thick with fiber. \$152.00
- 9) Replace 2 Sofa's and 6 Chairs in Clubhouse \$5000.00
- 10) Misc. \$2500.00
- 11) Cut and split firewood for next season
- 12) Trim limbs from all roads and sites.

TOTAL COST \$16,243.70
(Not Including Furniture and Misc. \$)

The board feels this is a good, cost effective list, and will improve on much needed and neglected areas of the resort and have a high visual impact to all members. A motion was made to approve the above list of work to begin as soon as possible, with a maximum budget of \$25,000.00.

Motion made by Wesley Copelan
Second by Ronald Brett
Vote was unanimous

*A statement of work authorizing Steve Tallman as to the above motioned work list was signed by all board members.

Action Taken Against a Board Member

A number of recent events have led the board to make a very difficult decision against a fellow board member. In accordance to the By-Laws of Unicoi Springs Homeowners Association, Inc. Article IV, Section 3, A motion was made to remove Douglas Waters from all Offices and Committees, while retaining his seat on the Board of Directors.

Motion was made by Beth Griner

Second by Wesley Copelan

Vote was Unanimous

Meeting was adjourned

Respectfully Submitted



Wesley Copelan
Secretary