

**Unicoi Springs Camp Resort
Board of Directors Meeting
Regular Open Board Meeting
November 15, 2014**

Board Members in Attendance:

John Gaines - Vice President
Beth Cruz - Treasurer
Bonnie Jordan - Secretary
Tommy Walker
Ricky Carter
Gary Bryan

Board Member Absent:
David Stover - President

Regular Board meeting called to order by John Gaines at 10: AM.
Prayer given by Gary Bryan
Pledge of Allegiance by all.

Motions Follow:

- 1.) Approve the Agenda with the deletion of #3 under New Business. The January meeting date will be held on January 24 as previously planned. Add a Memorial Day information flyer to the News Letter.
Motion by Beth Cruz. Second by Gary Bryan - 6 - Yeas 1 - Absent Passed
- 2.) Approve the Executive Agenda as written.
Motion by Beth Cruz. Second by Tommy Walker - 6 - Yeas 1 - Absent Passed
- 3.) Approve October 18th, 2014 Regular meeting minutes with the correction to item #11 page 1. Deleting of the Gary name and adding Tommy.
Motion by Beth Cruz. Second by Tommy Walker - 6 - Yeas 1 - Absent Passed
- 4.) To implement closing the Park (Resort) in all areas except areas #1 & #5, to be in effect 11/17/14, including owners coming in having reservations in any area other than #1 & #5.
Motion by Gary Bryan. Second by Ricky Carter. - 6 - Yeas 1 - Absent Passed
- 5.) Unicoi Springs Camp Resort to use 1120 tax form and for filing purpose any excess money to be applied to the following year assessment fees.
Motion by Beth Cruz. Second by Bonnie Jordan. - 6 - Yeas 1 - Absent Passed

6.) To offer to bid for our Security Services. Specification list of services so all bidders are bidding on equal services. Our present Security Service has trained our 13 employees in CPR and First aid at no cost. We need specs by early January.

Motion by Ricky Carter. Second by Tommy Walker - 4 -Yeas 2 - Nay (Beth & Gary) 1 - Absent
Passed

7.) Gary Bryan and David Stover are requested to start to address the issue of the Resort being open for 12 months a year. By the following said order:

1. Get a review of all local, county and State laws pertaining to this. Must be done by the Attorneys and sent to USCR in writing.

2. By reviewing the prior vote and gathering the details on it for the legality with the Covenants& By Laws

3. Doing a study of other similar camp grounds in and around the area to see how successful they are. Look at positives and negatives. Also, check costs.

Motion by Ricky Carter. Second by Gary Bryan. - 6 - Yeas 1 - Absent Passed

8.) To adjourn the Regular Board Meeting of 11/15/ 2014 at 2:45 PM.

Motion by Gary Bryan. Second by Bonnie Jordan. - 5 - Yeas 1 - Absent Passed

Managers Report:

Joyce Tallman-- Business Manager

Maintenance Fees collected as of October 31, 2013 \$801,248.59

Maintenance Fees collected as of October 31, 2014 \$840,130.77

Currently the resort has 6 Owners waiting for RV storage and 11 golf carts spots available.

The Newsletter and Maintenance fees invoices have been mailed.

There are 231 Ownerships for sale.

RV Storage \$13,390.37

Golf Cart Storage \$1,385.00

Utility Trailer \$ 237.00

Steve Tallman - Maintenance Manager

Work completed by maintenance personnel from 10/14/14 thru 11/10/14.

Park improvement work:

Cut dead trees and limbs around the park.

Worked on repair list for outside lights.
Thinned out trees in area 1.
Completed work on the Memorial Brick project outside the clubhouse.
Cleaned out storm drains.
Trimmed out bushes and cleaned around the lower pool.
Installed new air compressor at the laundry for owners.
Worked on the bank at area 6 landscaping.
Thinned out trees at the front entrance.

Administration:

Moved 450 campers.
Daily well readings.
Monthly enzymes.
Sent monthly report to the State.
Worked on estimates for possible winter projects.

Beth Cruz - Treasurer:

Reviewed and audited check ledgers and cash summary for October.
Reviewed payable records
The complete Treasurer Report is in the Office.

Beth requested a motion on tax filing status form 1120 and resolution to apply excess money to the following year assessment fees. The Motion was passed as noted.

Items the Treasurer will be working on January:
2015 Actual Budget.
General Insurance and Employee Health Benefits Package.
Work on data received from Amenities Feasibility Study.

Additional discussions were as follows:

Steve asked for a statement of work for area #3, sites 110 - 118 & site 129 which had been approved by the Board in October as the Winter Project, using the approved standards. There was further discussion on additional individual deck replacements as an additional Winter Project. The list included 10 sites. Steve was asked to list by priority and give a complete estimate for all needs.

There was discussion about the possibility of winterizing the bath houses and what we currently do. Which is - to close off the roof peak vents, drain the hot water tank and keep the heat on low so the remaining water in the toilets and pipes don't freeze. Another question was - why so many lights are left on when the park is closed. It was pointed out that the lights are low

wattage and without them, the park is very dark and the lights make a deterrent to anyone coming in and vandalizing.

John Gaines gave all Board Members a copy of the sites he had reviewed. Bonnie Jordan explained that she had reviewed the balance of the sites but had not had time to type her report but it would be forth coming in a few days. As requested by Dave Stover in October, all sites have been carefully been reviewed, safety issues noted and a log of repairs and upgrades will be kept.

John asked about the Security Service Contract. Beth said there is an interest in bidding but we need to be aware that Tru-Vision has never changed their rates. We need a scope of work written to get additional bids. If we don't do anything, it will automatically renew. A Motion was passed to get bids.

Gary spoke on a memorial for our Veterans. He asked that we include a flyer in the Spring Newsletter, asking for information on our Vets to use in the memorial to be put in the new Memorial Bricks area. An area is set aside for the memorial.

A copy of a statement of Work was given to all Board Members. It is a suggested permanent plan to down size from November 1st thru April 1st. It was signed by all the Board Members on 8/19/11. It is a very clear and full description of how to shut down systematically areas 2,3,4,6,200 section, tent sites, and 110 - 118. Also rentals, bath houses, pools, pump houses, etc.. In addition it describes the work that is done by Housekeeping and Maintenance to complete this shut down and how to ready for reopening the areas. We then discussed the need to begin a shut down as soon as possible. A Motion was passed to begin shut down on November 17, 2014.

There was discussion on replacing a Board Member when there is a vacancy for any reason. John Gaines read from the current By Laws --Article III Section 4. It states that: **Vacancies in the Board caused by any reason shall be filled by a vote of the Majority of the remaining Directors at any Board meeting. The successor selected shall hold office for the remainder of the term of the Director being replaced.** No signed resignation had been given at the time of the discussion. It was stated that interested owners were welcome to apply at the appropriate time.

There was discussion on the closing and opening of the Resort. John read from May 2001 report on the vote, by a majority of Ballots to close the Resort from January 2, to March 15. It was later changed to March 1. He also read a letter from our Attorney to Wyman West (then President) on 2002 regarding good fiduciary judgment in the best interest of the Association. The changes were made in the Rules and Regulations. It is a frequent discussion, with many questions. A Motion was passed to look into all angles and true costs.

Committee Report:

A brief report was given by Bonnie Jordan to let Owners know that after the October meeting, the By Laws Draft was sent to our Attorney. We should have her review, including any changes, in the next couple of weeks.

There was a brief verbal report, by Bonnie, on the work that was completed on the area 6 hill by the water tower. It has an additional drainage ditch, ground cover plants were planted, fertilizer was spread, grass seed spread and straw spread on top.

Activities:

Special Reports: Dave Stover asked members of the Board to go to every site and do a review. John Gaines had a typed report on the sites he reviewed. Bonnie had reviewed the rest and said her typed report would be complete in a couple of day.

Grounds:

Buildings:

Equipment: Tommy said the equipment that is open for bids has been posted.

Owner Relations: A letter was read regarding a possible vacancy and stated the next highest vote from the last election should be picked because it had been done before. It was pointed out that the choice of the person in the example given just happened to be also be in that year election but was not next in line. The Board makes the decision and John Gaines again read from Article III Section 4 of the current By Laws.

A letter was read regarding the poorly kept look of the grounds and how it devalues our memberships. The letter complained about lack of mowing and weed cutting by our Maintenance. The Garden Club is trying to help by planting flowering plants and shrubs, as well as pulling garden weeds but the grass and weed cutting need to be attended to on a regular schedule by our Maintenance staff. The staff is also responsible for spraying a killing agent on poisonous vines and plants. We also talked about being a 5 Star Camp Resort. John asked Bonnie to find out what the requirements are and report to the Board.

Old Business:

Adjourn to Executive Meeting at 2:45. Motion made and passed.

Ricky asked to be heard after the Motion was made and passed. He read from a statement that he will resign as of December 31, 2014. After which, he signed his resignation statement that he had given to all the Board Members.

Bonnie Jordan
Secretary