

**Unicoi Springs Camp Resort
Board of Directors Regular Meeting Minutes
January 19, 2018**

In Attendance:

David Stover, President
Thurman Carpenter, Vice President
Doug Jackson, Treasurer
Kathy Davis, Secretary – electronically
Arlon Maddox, Tommy Walker, Frank Ward – electronically

Meeting was called to order by David Stover at 8:31 a.m.
Pledge of Allegiance and Prayer

Business Manager's report – Joyce Tallman

- Maintenance Fees collected as of December 31, 2017 \$317,408.79
- Maintenance Fees collected as of December 31, 2016 \$309,917.74
- We have 258 ownerships available for sale.
- There are 23 ownerships that have been deeded back to the Resort and need to be cleared.
- There are 32 names on the waiting list for RV storage and 3 Golf Cart spots are available.
- 15 Rentals have been deep cleaned at this time.
- I would recommend closing rental #125, 221, and 250 once these have been deep cleaned within the next 2 weeks, to save on LP gas and man hours.
- The 2017 Inventory is complete and no discrepancies.
- The Newsletter will be going out the first part of March please advise Christine or myself of anything you would like to see in the newsletter.

Maintenance Manager's report – Steve Tallman

Work completed by maintenance personnel from 11/17/2017 thru 1/15/18

Park improvement work:

- Expedited work orders
- Working on winter work in area #6 when we can
- We have the water line and the cable and cable lines in from sites #294 to 312 on one side. The hole is dug from site #301 to 315 on the other side.
- The old backhoe Ford 4500 is running good but we cannot get it to move on its own. We may need to take it somewhere for repair. Let me know.
- Keeping LP in rentals. We used 618.7 gal from November 22 until January 13th,2018.
- Have worked on keeping rentals and buildings thawed out. We redid heat tapes on some.

Administration:

- Moved 240 campers from November 20, 2017 to January 15, 2018.
- 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.

Director's Reports:

Treasurer's Report by Doug Jackson:

- Reviewed and audited check ledgers and cash summary for November and December
- Reviewed Payable Receipts
- The annual inventory report has been completed.
- Financial Procedures & Policies recommendations are in your folder.
- Reviewed our General Insurance coverage of the resort with Mike Musselwhite December 2017.
- We updated the approved proposed budget for 2018 with actual 2017 numbers and line item adjustments for your review and approval.
- We reviewed the Employee Health Benefits package renewal.
- **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.**

Activities Report by David Stover:

We are presently organizing our 35th Anniversary Celebration on April 21st.

Entertainment by Tommy Walker:

The following bands will be performing -

March 17th – St Patrick's Day - Freedom Band

April 21st – 35th Anniversary – Hear Now

May 12th Homecoming - Hwy 211

June 9th – Craft Fair and Yard Sale - Hear Now

Grounds Report by David Stover:

We are moving ahead on area 6 and removing foliage for better WIFI reception.

Buildings by Thurman Carpenter:

We are obtaining cost outlays as requested.

Equipment by Tommy Walker:

We are presently working on the 1975 backhoe.

Covenant/By Laws by Kathy Davis:

The board is forwarding two suggestions for By Law changes to the Covenant/By Law Committee.

Old Business:

A WIFI extender is available on Amazon. There is one in the office if you would like to see it.

New Business:

None

Action Outside of a Meeting:

Our new Ford F350 truck incurred damage. We have received an estimate in the amount of \$1,505.68 from Macs Collision and Customs. Our insurance deductible is \$1000. See motion #9 dated February 7, 2018.

Owner Comments:

Discussed how the WIFI system is set up and the different reception areas.

Motions:

Made by David Stover

Seconded by Thurman Carpenter

Vote in favor David Stover, Thurman Carpenter, Doug Jackson, Kathy Davis, Tommy Walker

Abstained Arlon Maddox, Frank Ward

Motion approved

Respectfully,

Kathy Davis