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 preforming 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:

1) Motion to approve the 1-19-2018 Agenda for the Board of Directors Regular Meeting.

Made by Doug Jackson

Seconded by Tommy Walker

Vote unanimous in favor Motion approved

2) Motion to approve the minutes of the 11-17-17 Board of Directors Regular Meeting as amended.

Made by Thurman Carpenter

Seconded by David Stover

Vote unanimous in favor

Motion approved

3) Motion to Rescind Motion #9 of November 17, 2017 and amend same motion to read: Motion to clarify our complimentary three day, 2 night stay policy at our Resort to say "except Unicoi Springs holiday weekends throughout the year and weekends in October. This offer is not available to current owners or members of Coast to Coast".

Made by David Stover

Seconded by Tommy Walker

Vote unanimous in favor

Motion approved

4) Motion to close and winterize rentals 125, 221 and 250. All rentals to reopen March 15th, 2018. Sites 14 and 24 will open April 1st. Site 26 will remain closed until repaired.

Made by David Stover Seco

Seconded by Thurman Carpenter

Vote unanimous in favor

Motion approved

5) Motion to approve the proposed 2018 budget as presented.

Made by Doug Jackson

Seconded by David Stover

Vote in favor, David Stover, Thurman Carpenter, Doug Jackson, Tommy Walker, Frank Ward

Vote against Kathy Davis, Arlon Maddox

Motion approved

6) Motion: Finance Policies & Procedures will be reviewed August of each year under General #7. Under Budgets add #3. All departments and managers are to have all proposed budgets to the Treasurer by September 30th of any given year.

Made by Doug Jackson

Seconded by Thurman Carpenter

Vote unanimous in favor

Motion approved

7) Motion to reimburse Director Arlon Maddox for associated meeting costs as a token of appreciation for recognition of services performed per By Law Article III, Section 6, (a).

Made by David Stover

Seconded by Kathy Davis

Vote unanimous in favor

Motion approved

8) Motion to adjourn at 11:44 a.m.

Made by Arlon Maddox

Seconded by Tommy Walker

Vote unanimous in favor

Motion approved

9) Motion made outside of a meeting on February 7, 2018
I make a motion to go ahead with the estimate to be paid out of our funds (not insurance) to repair this truck.

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,

(athy Daws)