

**Minutes of the Board of Directors Meeting  
Unicoi Springs Camp Resort Owners Association  
April 15, 2011**

**Board members in Attendance: Gary Bryan, President  
Ronald Brett, Vice President/Grounds  
Doug Waters, Secretary/Rules and Regulations  
Diane Phillips, Treasurer  
Aileen Connor, Buildings  
Mark Cook, Equipment/ Owner Relations  
Kathy Davis, Activities**

**8:30AM Board meeting was called to order by President Bryan.**

**Opening Prayer was given by Mark Cook**

**A motion was made to approve the March 18, 2011 minutes as written.**

**Motion by Diane Phillips**

**Second Ronald Brett**

**Vote Unanimous**

**Office Manager's Report: Joyce Tallman.**

**Maintenance fees collected as of March 31, 2011      \$667,116.45**

**Maintenance fees collected as of March 31, 2010      \$693,692.86**

**There are 89 accounts with the first portion of the 2011 maintenance fees not paid.**

**Currently we have 194 ownerships for sale.**

**Currently we have 333 RV campers in storage. No golf cart spots are available.**

**Joyce Tallman presented two bid proposals to be considered by the Board for a Certified Public Accountant for the 2010 audit. The proposals are from Stresser & Associates and Jack P. Green, Jr.**

**Joyce confirmed that she is the official "Registered Agent" with the Secretary of State for all official correspondence with the State on Corporate Papers.**

**Maintenance Manager's Report: Steve Tallman Absent**

**Daily maintenance is ongoing.**

**The Board received a monthly maintenance report.**

**The Kubota issues were in the report and will be addressed in the equipment report.**

**A bath house drawing was presented for use in the future.**

**The dock has been rebuilt.**

**Minor building repairs are being addressed.**

**The upper pool will be ready for opening day.**

**Refer to the maintenance report for all work accomplished since January 1, 2011.**

Old Business

The proposals from the certified public accountants will be handled after lunch. Rule changes will be made clear when the rule chairman gives his report. Kevin Tanner received and approved the email that he received from Aileen Connor concerning security officers duties that were discussed when he visited at the March meeting. The board will address and update fines in May.

Director ReportsFinance: Diane Phillips

Check register, cash summary, statement of assets and liabilities were reviewed. Bank statements and bank charge cards were audited. Jack Green, CPA was consulted by Diane Phillips. We are following all treasurer procedures correctly. Bank balance in the investment account at UCB is \$204,028.60. Interest earned in March was \$136.69. Interest rate was .70%.

First Georgia money market account balance is \$109,011.60. Interest earned in March was \$92.11. Interest rate was 1.00%.

Rabun County Bank money market account is \$112,736.83. Interest rate earned in March was \$86.42. Interest rate was 1.00%.

Operations account balance at UCB is \$21,422.55.

Payroll account at UCB balance is \$11,056.60.

All CD's remain the same.

A money market account was opened at Southern Bank and Trust. \$100,000 was moved from UCB. Interest earned was \$5.70 at 1.04%. Bank charges were \$12.00 leaving \$99,993.70.

Further discussion was held on the Reserve Replacement study. No further action will be taken at this time.

Regulations: Doug Waters

The revised copy of rules is complete. Owners will be notified when they can pick them up in the office.

Equipment: Mark Cook

Maintenance on equipment is being logged monthly. Service on all equipment is being carried out. The Kubota is fixed and it was recommended that we wait to purchase another piece of machinery.

The big freezer in the activity building is repaired and must not be unplugged.

Buildings: Aileen Connor

The activity building falls under commercial public building codes and all of the codes must be followed. After a long discussion Mark Cook received information concerning pool room construction. This information has to be completed and returned to the Board for discussion.

Instructions were given to Steve Tallman to make repairs to Rental Unit 8. Jerald and Kathy Davis have volunteered to purchase material to do the upholstery repairs.

A study on Rental Units will be done and reported back to the Board in May.

The bath house drawing presented will be stored for future use.

The two slide covers purchased have been installed on rentals 2 and 3.

Grounds: Ronald Brett

The fence at the upper pool will be completed within the next two weeks.

The new sewer pump at site 118 is being used.

It was recommended that a fixed camera be used at the upper pool. Maintenance is working on this.

The fishing dock has been rebuilt and looks great.

Nine new picnic tables have been built by the maintenance crew and Bobby Hough.

See maintenance report.

Activities: Kathy Davis

Clay Christy has been obtained at the cost of \$299.00 per session for Memorial Day and July 4<sup>th</sup>.

A request was made to change the Thanksgiving Dinner from November 19<sup>th</sup> to November 12<sup>th</sup>. The Board agreed to this change.

The disposal of used tables at the Yard/Craft sale will be posted on the bulletin board and our web site in advance of the sale. The price will be \$10.00 per table.

The purchase of ice cream has increased. Ice cream will be \$.75 for one scoop and \$1.50 for two scoops.

The kitchen policy is still under consideration.

Owner Relations: Mark Cook

There were no letters to bring before the Board.

New Business:

All fees were discussed. There will be no increase at this time.

Winter projects were discussed. Deck repair and pressure washing are major concerns.

Companies that work in the park must check in at the office and have proper credentials.

A motion was made to accept the bid from Jack P. Green Jr., Certified Public Accountant from Toccoa, Ga. (Full audit \$4000.00/Partial audit \$3000.00)

Motion by Aileen Connor

Second Diane Phillips

Vote Unanimous

A motion was made for a \$20.00 fine for owners not parking their golf cart in their assigned numbered slot.

Motion by Diane Phillips

Second Ronald Brett

Vote Unanimous

The Board went into executive session at 2:15 PM.

A motion was made to accept the executive minutes as submitted.

Motion by Aileen Connor

**Second Kathy Davis**

**Vote Unanimous**

**Personnel matters were discussed in executive session.**

**Executive session ended at 3:00 PM.**

**Joyce met again with the Board to receive instructions.**

**A motion was made to adjourn the meeting at 3:14 PM.**

**Motion by Ronald Brett**

**Second Mark Cook**

**Vote Unanimous**

**Respectively submitted**

A handwritten signature in cursive script that reads "Douglas C. Waters Sr.".

**Douglas Waters, Secretary**