

**Unicoi Springs Owners' Association
Minutes of Board of Directors Meeting
April 20, 2012**

Board members in Attendance: Gary Bryan, President/Buildings
Aileen Connor, Vice President/Special Assignments
Doug Waters, Secretary/Rules and Regulations
Beth Griner
Marvin Hill, Equipment
Kathy Davis, Treasurer
Absent: Mark Cook, Buildings/ Owner Relations (Excused)

8:00AM Board meeting was called to order by President Gary Bryan.
Opening Prayer was given by Gary Bryan.

Office Manager's Report: Joyce Tallman.

Maintenance fees collected as of March 31, 2012 \$644,509.41

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

There are 95 accounts that have not paid the first portion of the 2012 maintenance fees.
A proposal was received from Jack Green for \$3000.00 for a review and \$4000.00 for an audit. Which one will we do?

There are 239 ownerships for sale.

Currently we have 17 names on the waiting list for RV camper storage and 11 names waiting for golf cart storage.

An Owner Incentive Program was handed out for the Board to review last month. What are your thoughts?

Maintenance Manager's Report: Steve Tallman

Daily maintenance is ongoing.

Area 4 upgrade was completed.

Prepared pools for inspection and opened pools 4/2/12.

Lower pool deck completed 3/30/12.

Refer to the maintenance report for all work accomplished since March 16, 2012.

At 9:07 AM John Mooney opened the open board meeting with prayer.

A motion was made to approve the March 16, 2012 minutes as presented.

Motion by Aileen Connor

Second Doug Waters

Vote: 5 for

1 Abstained: Kathy Davis

Motion Passed

Old Business

A motion was made to rescind the motion that stated to stop all employees from working in the park off the clock until further notice.

Motion: Aileen Connor

Second: Kathy Davis

Vote: Unanimous

Motion Passed

A motion was made to allow employees after hours (off clock) to work for owners providing Unicoi Spring Camp Resort equipment is not used.

Motion: Aileen Connor

Second: Marvin Hill

Vote: Unanimous

Motion Passed

A discussion was held on a new proposal for credit card fees. Our present company said that they cannot meet the fees. There is a question if the two companies are apples to apples. More research is needed before a decision can be made.

A motion was made to table the issue of occupying a site prior to reservations until further study can be done.

Motion: Beth Griner

Second: Aileen Connor

Vote: 4 for

1 against Marvin Hill

Motion Passed

Directors Reports

Finance: Kathy Davis.

1. Reviewed Check Register, Cash Summary, Statement of Assets & Liabilities, and audited bank statements and bank charge cards.

2. Obtained rates for Workers Compensation deductibles from our agent Mike Musselwhite of BB&T Insurance. A \$1,000 deductible will save us \$405 and a \$2,500 deductible will save us \$683.

A motion was made to change our workers compensation deductible to \$2,500.00.

Motion: Kathy Davis

Second: Aileen Connor

Vote: Unanimous

Motion Passed

3. We have received proposals from our auditor, Mr. Jack P. Green, to perform either a full audit at the cost of \$4,000 or a partial audit (review) at a cost of \$3,000.

A motion was made to hire Jack P. Green to perform a full 2011 audit at a cost of \$4000.00.

Motion: Kathy Davis

Second: Aileen Connor

Vote: Unanimous

Motion Passed

4. It is time to reward our first "Idea Dollars" which encourages our employees to submit cost saving ideas. At the time this program was instituted, we had not agreed on the compensation percentage or flat dollar amount of the compensation. This decision needs to be made today in new business.

5. The following items I consider noteworthy as treasurer and I would like to bring them to the board's attention as a 2012 First Quarter Review.

A. Propane cost to heat the pool for one week in April was \$582.82. This item was not in the budget. Total cost for 2011 to heat the pool was \$782.46.

B. We do save approximately \$2,200 per month on electricity by limiting park area during low occupancy months. Although the board discussed the fact last fall that no owner would be turned away from the park and that we had a plan "B" for overflow, there must have been a communication breakdown somewhere in the system. We need to insure that this will never happen again

C. Due to the decrease in membership income there will be a revised budget presented at the June meeting.

EACH MONTH THE DETAILED FIANCIAL REPORT WILL BE AVAILABLE IN THE OFFICE.

Rules and Regulations: Doug Waters

Rules and regulations are complete with all current updates and are now a part of the latest handout.

Grounds: Gary Bryan for Mark Cook

Sewage pumps are installed and working. More will be installed in the future.

See maintenance report for complete report.

Buildings: Gary Bryan

At this time bathhouse one structure is stable. Jerald Davis redid bench covers for three of the rental units and covered the boards for the pool table. Thank you.

Equipment: Marvin Hill

Equipment is being serviced regularly. An equipment report was given to each board member.

Long Term Planning: Aileen Connor

A meeting was held with individual committee members present in the park. A proposed draft statement was presented to the Board. This will be updated to be presented to the Board for approval. Priorities and funding will be the main focus of this committee. The next meeting will be held Thursday May 17, 2012 at 9 AM in the Board room.

Owner Relations: Gary Bryan for Mark Cook

Letters were read and will be answered.

Activities: Board Committee Representative (Aileen Connor)

Easter activities went well. Thank you to all who stepped up and volunteered.

Adult activity volunteer list is posted. There are still a few activities that need a leader.

Gary told the board that Aileen Connor will handle all request for purchasing for activities and sign off on them.

The same number of ice cream coupons as last year will be issued for adult activities.

New Business:

A motion was made for a one day sale for deeds to be sold for \$1800.00 which includes maintenance fees.

Motion: Marvin Hill

Second: Kathy Davis

Vote: For 2

Against 3 Aileen Connor, Beth Griner, Doug Waters

Motion Failed.

A motion was made to award the compensation for the employees "Idea Dollars" program be equal to 10% of the actual cost savings, paid for on a one time basis with a cap of \$1,000.00.

Motion: Kathy Davis

Second: Beth Griner

Vote: For: 3

Against 2 Marvin Hill, Doug Waters

Motion Passed

At noon the owners were given the floor for questions and remarks.

Beth Griner excused herself for the remainder of the board meeting at 12:32 PM.

Lunch Break: 12:45 PM

After lunch the regular meeting reconvened at 1:45 PM.

A motion was made that an owner who brings into the office a prospective buyer be awarded one of the following when a bona fide full priced membership has been paid in full by the new owner. (1) \$300.00 cash (2) A one year maintenance fee which will be applied the following year (3) Two year membership to Coast to Coast. This will be in place until revoked by board action. This is not applied during one day sales.

Motion: Kathy Davis

Second: Marvin Hill

Vote: For: 4 Aileen Connor, Kathy Davis, Marvin Hill, Doug Waters

Motion Passed

A motion was made stating that a manager will not receive an incentive or bonus for Idea Dollars as of 4/20/12. Any idea dollar bonus incentive before this date will be awarded to a manager.

Motion: Aileen Connor

Second: Marvin Hill

Vote: For: 4 Aileen Connor, Kathy Davis, Marvin Hill, Doug Waters

Motion Passed

The Board went into Executive Session at 2:37.

Executive Minutes were approved.

Regular session reconvened at 3 PM.

A motion was made to have one housekeeper assigned to assist in the activity building with clean up after each holiday meal (Memorial Day, 4th of July, Labor Day and Thanksgiving). This assignment will be handled by the business manager.

Motion: Aileen Connor

Second: Marvin Hill

Vote: For: 4 Aileen Connor, Kathy Davis, Marvin Hill, Doug Waters

Motion Passed

The board met with the managers.

A motion was made to adjourn the April meeting at 3:50 PM.

Motion by Kathy Davis

Second Doug Waters

Vote: For: 4 Aileen Connor, Kathy Davis, Marvin Hill, Doug Waters

Motion Passed

Respectively submitted

Aileen M. Connor in the absence of Doug Waters

Douglas Waters, Secretary