

**Unicoi Springs Camp Resort
Board of Directors Meeting
Regular Open Board Meeting
April 20, 2013**

Board Members in Attendance:

David F. Stover- Secretary (President Pro-Tem April meeting)
Beth Cruz – Treasurer/Personnel
Ricky Carter- Grounds/Covenants and By-Laws (Secretary Pro-Tem April meeting)
Gary Bryan- Equipment/Kitchen Expansion Project
Marvin Hill- Activities

Board Members Absent

Kathy Davis – President – Medical Reasons
Arlon Maddox – Vice-President –

21 members present at open board meeting

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Meeting Called to order by David F. Stover – (President Pro-Tem) at 8:30 A.M.
Prayer given Gary Bryan
Pledge of Allegiance to the American Flag by all

****Motion made to accept March 16, 2013 minutes with corrections**
Motion made by Beth Cruz
Second made by Gary Bryan
Vote Unanimous

**MAINTENANCE MANAGERS REPORT:
Steve Tallman**

- *Discussed Swimming Pool Problem, has called in engineers and pool professionals with needed assistance. Needed to add a pump and filter system. No vote needed.
- *Reported that they were working in Area 6 Erosion Problems.
- *Discussed Fish Cleaning Station (Board of Directors decided to keep the station where it is with roof expansion and raising the station table 2")
- *Discussed placing 57 gallon gas tanks at each rental. Steve to get more information on proposed gas cylinders. Tabled until May meeting.
- *Discussed the need and reasons for extra employee due to work load & vacation of employees, family needs.

**OFFICE MANAGERS REPORT:
Joyce Tallman**

Maintenance Fees collected as of March 31, 2012

\$644,509.41

Maintenance Fees collected as of March 31, 2013

\$578,678.58

There are 179 accounts that the 1st portion of the maintenance fees have not been paid

There are 230 ownerships for sale

13 golf cart spots available

27 Names on the waiting list for RV storage

Mr. Kevin Tanner, Mr. Elrod and Joyce met Friday April 19th to discuss our security camera system, our needs. Mr. Tanner will be submitting a proposal for upgrading our system.

Request for Seasonal Staff to work 32 hrs per week (8 hrs in guard shack) for total of 19 weeks total. Same salary as last year.

****Motion made to allow Seasonal Employee for Office Personnel. To start week before Memorial Weekend for a period of 19 Weeks**

Motion made by Gary Bryan

Second made by Marvin Hill

Vote Unanimous

FINANCE:

Beth Cruz - Treasurer

*Reviewed and audited check ledgers and cash summary for March.

*Reviewed Payables.

*Bank balance, payroll account, operations account are available in the Office.

*Discussed engagement letters for auditor (tabled until May Meeting)

KITCHEN RENOVATION PROJECT:

Gary Bryan

* Presented drawings and renovations to Kitchen.

*Volunteer signup sheet in the Club house for Carpenters, Electricians, etc. to help.

*Kitchen Renovation Print is on Wall in Club House.

****Motion made to pay existing bills created by the Kitchen Study to date for drawings, surveys, etc. Paid from General Fund to be repaid with C.D. at Maturity.**

Motion made by Ricky Carter

Second made by Marvin Hill

Vote Unanimous

ACTIVITIES:

Marvin Hill

*Thanked all for their help with the Easter Weekend events

*Thanked Cool River Tubing for the donation of 5 tubs of ice cream.

*Thanked everyone for their help with "Elvis" on April 20.

*Reminder for Unicoi Springs Home Coming Celebration (12:00) "Activity Building) May 19.

*Reminder of "Veterans Recognition" – Cook out - Street Dance on May 25th

****Motion made to create a Policy. No one can take or Sale, Resort property without a Board vote and offering to owners.**

Motion made by Ricky Carter
Second by Gary Bryan
Vote Unanimous

****Motion made that open the Pool to everyone at 10:00 A.M. each day**

Motion made by Marvin Hill
Second made by David Stover
Vote Unanimous

****Motion made to purchase an 18' x 21' shed for putting Smoker/Grill and Cooking wood under, with \$1000.00 from activity budget.**

Motion Made by Marvin Hill
Second made by Ricky Carter
Vote for 4
Abstain 1 Beth Cruz

OWNER RELATIONS:

Ricky Carter & David Stover in the absence of Arlon Maddox

*Read and discussed three letters from owners about camp site issues, etc.

*Explained our Insurance Company has made ruling on the liability issues with employees working after hours.

*Discussed policies when owners having half ownership with other owners, what problem may occur.

GROUNDS:

Ricky Carter

*Question – Who does the maps and who measures the sites and how are they measured?

*Concerns of pouring concrete over water and power line (put in sleeves)

*Report on area 3 punch list, several small issues to finish.

*Report on the Mini Golf Course, Playground and other amenities. Discussed the maintenance and repair of all.

COVENANTS COMMITTEE:

Ricky Carter

*First covenants committee meeting will be on May 4th at 9:00 in the activity building.

BUILDINGS:

David Stover for Kathy Davis

*Fish Cleaning Station – the October work order mentioned to repair/replace the fish cleaning station. Upon further investigation it has been decided to replace the present structure. Recommended expansion of roof overhand and build base at sink 2" higher.

*Front Porch Lighting over entrance steps has been installed for safety reasons.

*Need non skid strips on Activity Building Ramp

*Need to redo skid strip on ramp at Tent Camping Area

*Meet with Chapel Committee to discuss walk ramps to meet ADA requirements

EQUIPMENT:

Gary Bryan

- *Discussed some equipment needs
- *Reports on Lawn Mower repairs
- *General Maintenance on equipment.

OLD BUSINESS:

*Discussed "Policies & Procedures Book" pages 3 & 4. Ricky Carter had several new ideas or corrections. Tabled until May meeting.

*Tabled the purchase of a second defibrillator until May meeting. Owner said they might be able to get on free or better price.

NEW BUSINESS:

*Yaarab Shrine Circus & Fair Ad Program – the directors decided that if we advertise in a magazine every time, what would be our return of investment? Check with office staff on our advertising policy. Numerous owners support this organization individually with purchase of Circus tickets and raffle.

*Discussed an incident report from White County Sheriff's Office. The two men involved discussed their differences. The board members ask the two men if they could not try to work out their differences in a better way. The two agreed to stay after the regular board meeting to talk with the board. The president pro-tem's concern is how this is affecting the resort and its members getting along together.

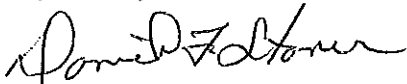
****Motion to a close regular meeting at 2:50 P.M.**

Motion made by Gary Bryan

Second made by Marvin Hill

Vote Unanimous

Respectfully Submitted:



David F. Stover