

Unicoi Springs Camp Resort
Board of Directors Regular Meeting Minutes

June 17, 2016

Board Members in Attendance:

David Stover – President
Arlon Maddox – Vice President
Bonnie Jordan - Secretary
Tommy Walker, John Gaines and Frank Ward

Absent - Beth Cruz -- Treasurer Tommy Walker -12:10pm

Meeting called to order by David Stover at 9:07 AM.
Prayer given by Frank Ward and Pledge of Allegiance led by David Stover.
Welcome and Comments by David Stover

Motions Follow:

1. Motion to approve Regular Meeting Agenda for June 16, 2016 for the Board of Directors (with) exception changes:
Capture pilot test vote time period regarding Pet Friendly campers. (May to June).
Capture newspaper article vote (April to May).
Add to Agenda-Pool table usage at early morning.
Motion made by Bonnie Jordan Seconded by Arlon Maddox
Yeas – David, Arlon, Bonnie, John, Frank and Tommy Nays – none Absent- Beth
Motion Approved

2. Motion to approve Executive Meeting Agenda for June 17, 2016 for the Board of Directors with the removal of the letter which will be read in open meeting.
Motion made by Frank Ward Seconded by Tommy Walker
Yeas – David, Arlon, Bonnie, John, Frank and Tommy Nays – none Absent - Beth
Motion Approved

3. Motion to approve the May 20, 2016 Minutes for the Regular Board of Directors meeting.
With all statements of work be added to official minutes.
Motion made by Frank Ward Seconded by Tommy Walker
Yeas – David, Arlon, Bonnie, John, Frank and Tommy Nays - none
Motion Approved

4. Motion to mail out a ballot, in the envelope with the Candidate ballot, to vote on the park staying open year round.
Motion made by Frank Ward Secoded by Arlon Maddox
Yeas – Arlon, Bonnie, Frank and Beth (by phone). Nays – David and John and Tommy
Motion Approved
5. Motion to allow David Stover to buy 10X12 storage building materials for storing seldom used equipment using our activity budget and pay it back by fund raisers in the amount of \$1,500.00.
Motion made by Bonnie Jordan Secoded by Frank Ward
Yeas – David, Arlon, Bonnie, Tommy, John and Frank Nays – none Absent – Beth
Motion Approved
6. Motion to make amendments to the Unicoi Equipment or Property Usage Policy – dated June 21, 2014. Eliminate in sentence (Policy is) (“defined in number 3 above”) and add to the end of sentence “without prior approval”.
Motion made by Arlon Maddox Secoded by Frank Ward
Yeas – David, Arlon, Bonnie, Frank and John Nays – none Absent- Beth and Tommy
Motion Approved
7. Motion to rescind Motion, passed October 2012, preventing our employees from doing after hours work for some of our owners requesting their service. Owners and employees must sign a release form relieving the Resort of responsibility and the employee must remove any clothing using Unicoi Springs Camp Resort logo. A onetime master copy absolving Unicoi Springs from any fault if the employee wants to work here after hours. It will be kept in the office.
Motion made by Bonnie Jordan Secoded by Arlon Maddox
Yeas – David, Arlon, Bonnie, Frank and John Nays – none Absent – Beth and Tommy
Motion Approved
8. Motion to use Arlon’s Winter Project list and repair the Chapel culvert, Putt Putt mini golf and volleyball area.
Attach work order and Arlon’s Winter Project for 2016-2017 list.
Motion made by Bonnie Jordan Secoded by Arlon Maddox
Yeas – David, Arlon, Bonnie, John and Frank Nays – none Absent – Beth and Tommy
Motion Approved
9. Motion – Regular meeting adjourned at 3:18 for the Board of Directors.
Motion made by Bonnie Jordan Secoded by Arlon Maddox
Yeas – David, Arlon, Bonnie, John and Frank Nays – none Absent – Beth and Tommy
Motion Approved

Manager's Report:

Joyce Tallman – Business Manager

Maintenance Fees collected as of May 31, 2016	\$861,271.57
Maintenance fees collected as of May 31, 2015	\$862,712.88

There are 71 accounts that owe for the 2016 Maintenance Fees, compared to 88 owners last year, at this time.

There are 33 accounts that owe the second portion of 2016 maintenance fees, compared to 22 (last year at this time).

Currently the Resort has 254 Ownerships for sale.

There are 2 owners waiting for RV storage spots and 3 Golf Cart storage spots available for rent.

In addition, Joyce questioned if Hover Boards are allowed in the park? A work order was written to request that Joyce post around the resort – No Hover Boards. A need to update our Rules and Regulations to address new electric toys and equipment is noted.

Steve Tallman – Maintenance Manager

Work completed by Maintenance personnel from 4/13/16 to 5/18/16.

Park Improvement work:

- Installed air conditioner in laundry building.
- Have new air conditioner unit installed for Office.
- Completed staining upper pool.
- Cut grass, weeded and trimmed bushes as needed.
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- Expedited work orders.
- Installed 4 sofa sleepers for rentals.
- Installed temporary irrigation for entrance island front of Clubhouse and rear of the Clubhouse.

Administration:

- Moved 443 Campers.
- Put enzymes in septic system and inspected the playground equipment.
- Checked daily well readings.
- Sent in monthly well reports and quarterly water samples.

- Filled rental propane tanks.
- Service complete on trucks and shop equipment.

Steve also gave the board a copy of his break down of completed work orders and other requests for last month.

Finance Committee Report By Ken Loudermilk:

On the report about the cost of Maintenance moving campers on/off fee it was discussed in the Finance Committee meeting and tabled till a later date.

Director Reports:

Treasurer's Report by Beth Cruz

- Reviewed and audited check ledgers and cash summary thru May.
- Reviewed Payable Receipts thru May.
- 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.

Bylaws and Covenants by Bonnie Jordan

A reminder that we need to get members involved and look for a meeting in August.

Activities by David Stover

Fourth of July events are planned. Look for information on the weekly Activity sheet.

Grounds by Bonnie Jordan

Bonnie reviewed 85 work orders given to her from January to end of April of this year. She reported that she found only 2 that were carried over from last year and they were closed sites until March. Considering the amount of work accomplished under very wet circumstances this winter and finished this spring. Maintenance did a good job of staying on top of the work orders. I did not see owner site surveys, if there were any.

Rules, Regulations, Policies and Procedures by Arlon Maddox

See Motion 6. The Policy, as written, had confusing wording.

Discussion continues on the current Pet Policies and the amount of work needed to keep bedding, floors and furniture clean. Joyce was given a work order to buy a special vacuum cleaner immediately, to be used only in the Pet Friendly campers.

Owner Relations by Frank Ward:

Frank read a letter regarding Tarps and the visual effect they have.

A Motion regarding tarps again has been tabled for a work session to improve wording.

Old Business:

Winter work projects. See Motion 8. In addition, the Board issued a work order to begin to implement the cleaning and sealing of recently built (past 5 years) decks.

Tabled for July:

The Board will prepare a Ballot to be included in the Board of Directors vote package so that Members may vote on whether it will be closed during January and February or open year round. Our attorney sent the Board a letter stating that the owners should vote and majority of the vote will decide. A cost and income breakdown will be included.

The Board tabled the purchase of radios for the staff until a third bid was received.

Respectfully,

A handwritten signature in cursive script that reads "Arlon Maddox S.P."

Bonnie Jordan
Secretary