

**Unicoi Springs Camp Resort**  
**Board of Directors Regular Meeting Minutes**  
**August 19,2016**

**Board Members in Attendance:**

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

Arlon Maddox - Absent @1:10pm

Meeting called to order by David Stover at 9:03 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 agenda for Board of Directors general (regular) meeting with amending- removal of words- Electronic vote on #11 (Old Business)-4.  
Motion made by Bonnie Jordan Seconded by Arlon Maddox  
Yeas – David, Arlon, Beth, Bonnie, John, Frank and Tommy Nays – none  
Motion Approved
  
2. Motion to review and approve meeting minutes 7-15-2016 by electronic vote.  
Motion made by Arlon Maddox Seconded by Beth Cruz  
Yeas – David, Arlon, Bonnie, John, Frank and Tommy Nays – John Abstain - Bonnie  
Motion Approved
  
3. Motion to approve repair on Lift Station B at a cost of \$7500.00 North Georgia Environmental Services, immediately.  
Motion made by Beth Cruz Seconded by Tommy Walker  
Yea – David, Arlon, Beth, Bonnie, Frank and Tommy Nays – none Abstain- John  
Motion Approved
  
4. Motion to approve to raise Rental Rates of campers to the same as the cabins.

Motion made by Beth Cruz Seconded by Arlon Maddox  
Yeas - Arlon, Beth, and Bonnie Nays- David, John. Tommy and Frank  
Motion Disapproved

5. Motion (to) Amend Motion #7 dated 7-15-16. Amend sale of 3 EZ-Go Golf Carts and change to sale of 2 EZ-Go Golf Carts.  
Motion made by Tommy Walker Seconded by Beth Cruz  
Yeas – David, Arlon, Bonnie, and Beth, Tommy and Frank Nays – John  
Motion Approved
6. Motion to Change Rule for NON PET RENTALS TO \$50.00 FINE PER PET PER DAY.  
Motion made by Frank Ward Seconded by Tommy Walker  
Yeas – David, Arlon, Bonnie, Tommy, Frank and John Nays – none Abstain - Beth  
Motion Approved
7. Motion to reduce the fine to \$50.00 from \$100.00 in Rental #58 on Aug. 5<sup>th</sup> (2016).  
Motion made by Tommy Walker Seconded by Frank Ward  
Yeas – David, Arlon, Bonnie, Tommy, Frank and John Nays – none Abstain – Beth  
Motion Approved Statement of Work
8. Motion to excuse the fine for parking violation on site 50 to U#1403 on 7-8-16.  
Motion made by David Stover Seconded by Tommy Walker  
Yeas – David, Arlon, Beth, Bonnie, and Frank Nays – none Abstained– John  
Motion Approved Statement of Work
9. Motion to Approve fundraiser SILENT AUCTION for LADIES TIME OUT GROUP Labor Day Weekend and funds be designated to 2 SPECIAL NEEDS SWINGS AND SHADE for playground upgrade.  
Motion made by Beth Cruz Seconded by Tommy Walker  
Yeas – David, Beth, Bonnie, John, Tommy and Frank Nays – none Absent – Arlon  
Motion Approved
10. Motion to purchase a utility shed 12'X16' with 8' walls from Backyard Outfitters for a total of \$3,295.00 plus 7% tax. This will include free delivery and set-up. The building has a five year warranty. A specification sheet of this shed will be attached to this motion for August 19, 2016 meeting. Votes received by electronic means. (printout attached)  
Motion made by Arlon Maddox Seconded by David Stover  
Yeas – David, Arlon, Beth Cruz, Bonnie, Frank, John and Tommy Nays – none  
Motion Approved
11. Motion to approve Open/Closing Standard Policy with change- 1, 5, and tent area to remain open until Jan. 2 each year.  
Motion made by Frank Ward Seconded by Tommy Walker

Yeas – David, Beth, Bonnie, Frank, John and Tommy    Nays – none    Absent – Arlon  
Motion Approved

12. Motion to Adjourn (at) 4PM.

Motion made by Tommy Walker    Seconded by Frank Ward

Yeas – David, Beth, Bonnie, Frank, Tommy, and John    Nays – none    Absent – Arlon  
Motion Approved

### Manager's Report:

#### Joyce Tallman – Business Manager

No Report available due to Vacation.

#### Steve Tallman – Maintenance Manager

Work completed by Maintenance personnel from 7/17/16 to 8/3/16.

#### Park Improvement work:

- Patch the deck at the lower pool.
- Cut grass, weeded and trimmed bushes as needed.
- Expedited work order.
- Had one of the pump motors lower pool repaired.
- Purchase one 12 x 16 shed for Housekeepers.
- Purchased 2 new benches for Holey Board.
- Purchas new washer for Housekeepers and install.

#### This is a partial month

#### Administration:

- Moved 290 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.

A proposal sheet was presented to the Board from North Georgia Environmental Services for repairing the lift stations A, B, C located in area referred to as Lacy Curtains at the end of Landon Trail. They have done our repairs in the past and come whenever we have had a problem. Their prices are lower than we have had to pay years ago, so we are confident that we should continue using their services. See Motion 3.

### Director Reports:

#### Treasurer's Report by Beth Cruz

- Reviewed and audited check ledgers and cash summary thru July.
- Reviewed Payable Receipts thru July and part of August.
- 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.

Beth reported that the Finance Committee spent a good deal of time on the "ON and Off" fees and it will continue to work on the figures. An accurate cost will be presented in the next meeting.

#### Bylaws and Covenants by Bonnie Jordan

A committee has formed to work on the 33 year old Covenants and the first meeting was held on August 5, 2016. We discussed our basic purpose and what kind of information we need to put together for our attorney. Each member of the committee has a copy of the Covenants to read and make notes on.

#### Activities by David Stover

The recent Western Round up had a great response. The meal was a success and the dance was well attended and enjoyed by all.

David met with a group to plan for Labor Day weekend. September 9 will be a BBQ by the Pitmasters and a dance Saturday night.

#### Grounds by Bonnie Jordan

Bonnie's report centered on members that have planted, years ago, plants that have a special memory for them. Now that the area around the Clubhouse have

been completely redone, many older plants have been lost or when possible, moved. Unfortunately, moving plants and bushes that are older, left many in distress and they have not survived the moves. Members also put plants in and nobody waters or weeds them. We have areas around the lower pool where members can put in plants and our staff, as well as some members, do look after them. She is asking the Board this fall to review our planting policy and reminded members that our newly sodded area should not be dug up for any reason other than a maintenance issue. Also, members are stopping maintenance from destroying weeds because they think they are plants. We want to keep the lawn in front of the Clubhouse beautiful and easy to maintain.

#### Buildings by John Gaines:

John expressed the need for a comprehensive time management study to see if we need to bring in outside contractors to complete some of the work. A work session was scheduled.

#### Equipment by Tommy Walker:

There is an interest in additional covered golf cart storage. Maintenance is putting together pricing for shed style storage areas where extra trailer storage currently is.

Tommy requested we amend Motion 7 dated 7/5/16 from 3 golf carts for sale, as shown in the recent newsletter, to 2 golf carts. Maintenance had a golf cart damaged recently and need to keep 1 to replace the damaged one, due to the cost of repairs. See Motion5.

#### Rules, Regulations, Policies and Procedures by Arlon Maddox.

Please be sure to get a copy of the new rule changes starting with number 5.

**Hover boards are also prohibited.**

**8. Outside heat source will be permitted at a camp site if it's a gas or charcoal fire pit. All fires burning wood and/or wood chips must be built within the designated fire rings located within the Resort,.....etc.....**

**18. The smoking area was moved from in front of the outside fireplace to the upper south west corner deck only.**

**H. Pet Policy (1) Leash must be controlled by person with pet.**

**(2) At no time should a pet be put on a picnic table. No pets are allowed in or around rental units or on the site in which rental units are located, except in rental units #66 & 231 that are posted as pet friendly. This is a pilot test**

program from May 20, 2016 to June 1, 2017. ANYONE HAVING A PET IN A NON-PET RENTAL WILL BE FINED \$50.00 PER PET PER DAY.

(3) Pets are not to be chained or tied in the campground, **except at owners site.**

(4) Each owner is responsible for pet clean up in the park. This includes pet walk area. Bags are available at each pet area. Storage areas are "off limits" to pets. Pets must be controlled and kept off other members' sites.

(5) A member of the Resort has the right to report infractions of the pet policies and proper action will be taken. **If an Owner is found in violation of the Pet Policy, they will be fined \$25.00 for the First Offense. If violation occurs again within 3 months, then the owner will be required to come before the Board to explain why they cannot abide by the Pet Rules. Fine doubled.**

(6) It is the intention and Policy of Unicoi Springs Camp Resort to accommodate any person using a guide dog or service animal assisting them while in Unicoi Springs Camp Resort.

#### Advertising and Sales by Frank Ward:

Frank presented ideas for the Ad Budget. He would like to see a committee set up and a set protocol needs to be developed and approved by the Board so that it is followed. Recruit volunteer Ambassadors to be trained and at least one person each day would be available to welcome perspective buyers and show them around.

He is requesting that we purchase a 3 seat golf cart for the purpose of showing the interested party around and a new 32" TV to show videos or pictures.

A welcome room needs to be available to sit down comfortably with buyers.

We also need to have a new owner coffee hour at least a couple of times a year, to help new owners get questions answered and meet members.

Our video needs updating. We need to get fresh information about Unicoi Springs Camp Resort out to merchants and the Chamber of Commerce in Helen, as well as other areas, including surrounding states.

#### Owner Relations by Frank Ward:

Frank also addressed written owner concerns with the Board and actions were taken where necessary. Written responses will follow.

#### Old Business:

The dog run location was again tabled. We need to study location, type of fencing and cost and get information on liability. Only then can we decide if it is a viable project.

Again the Board was given proposals on eliminating the use of tarps on sites and was tabled until further information is presented.

Ladies Time Out Group requested the authorization to have a Silent Auction on Labor Day Weekend and the funds be allocated towards buying 2 special needs swings for our playground upgrade. See Motion 9.

Electronic voting for a housekeeping storage building. See Motion 10.

**New Business:**

The Winter Shutdown Plan was updated by David Stover to add clarifications and include the tent camping area. See Motion 11.

The Board reviewed the agendas or September 17, 2016.

**Owner concerns** covered a variety of subjects including: possibility of buying back Deeds, some owners did not think the open/close information sent out in our newsletter was accurate in costs, new owners are not given copy of Rules and Regulations, how do Members know when changes are made to Rules and Regulations, Members interested in having Clean Up Days, how many tents are allowed when also have RV on site (2), Greeting Committee members should have identifying vest, people driving in tent grounds to unload and are dumpsters getting moved from black top.

Meeting took lunch from 2:05 until 2:55

Meeting Adjourned at 4pm. See Motion 11.

Respectfully,



Bonnie Jordan  
Secretary