

**Unicoi Springs Camp Resort**  
**Board of Directors Regular Meeting Minutes**

**March 18, 2016**

**Board Members in Attendance:**

David Stover – President

Arlon Maddox – Vice President

Beth Cruz – Treasurer

Bonnie Jordan – Secretary

Tommy Walker, John Gaines

**Absent:** Frank Ward ( Working the Perry Camper Show for This Resort)

Meeting called to order by David Stover at 8:40 AM.

Prayer given by Arlon Maddox

Pledge of Allegiance led by David Stover

**Motions Follow:**

1. Motion to approve March 18<sup>th</sup> Agenda.  
Motion made by Tommy Walker Seconded by Arlon Maddox  
Yeas – David, Beth, Arlon, Bonnie, John and Tommy Nays - None  
Motion Approved
  
2. Motion to approve Executive Agenda (for 3/18/2016)  
Motion made by Bonnie Jordan Seconded by Tommy Walker  
Yeas - David, Beth, Arlon, Bonnie, John and Tommy Nays – None  
Motion Approved
  
3. Motion to approve January 22, 2016 minutes.  
Motion made by Tommy Walker Seconded by Arlon Maddox  
Yeas – David, Arlon, Beth, Bonnie, John and Tommy Nays – none  
Motion Approved
  
4. Motion to approve the 2016 Budget as presented.  
Motion made by Beth Cruz Seconded by Tommy Walker  
Yeas – David, Arlon, Beth, Bonnie and Tommy Nays – John  
Motion Approved
  
5. Motion to approve the Financial Procedures and Policies Document as presented.  
Motion made by Beth Cruz Seconded by Arlon Maddox  
Yeas – David, Arlon, Beth, Bonnie and Tommy Nays – John  
Motion Approved

6. Motion to adjourn at 11:30 AM  
Motion made by Tommy Seconded by Arlon  
Yeas – David, Arlon, Beth, Bonnie, John and Tommy  
Motion Approved

**Managers Meeting:**

**Joyce Tallman – Business Manager (read by David Stover)**

Joyce and Christine set up the Perry RV Show and worked ½ day Friday with Frank and Kay Ward.

|  |               |
|--|---------------|
| Maintenance Fees collected as of February 29, 2016 | \$570,517.92, |
| Maintenance Fees collected as of February 28, 2015 | \$560,765.17  |

There are 212 accounts that have not paid the 1<sup>st</sup> portion of the 2016 maintenance fees, compared to 240 last year at this time.

Currently the Resort has 259 Ownerships for sale.  
5 Ownerships were sold in January at the RV Show in Atlanta.

There are 18 RV storage spots available and 11 Golf Cart spots available for rent.

**Steve Tallman – Maintenance Manager**

Work completed by Maintenance personnel from 1/16/16 thru 3/16/16.

**Park Improvement work:**

- Wifi posts with electric and street lights installed (completed).
- Till trying to locate water leak in area 6. (found numerous but still more)
- 8 large trees (Clubhouse & area 1) have been removed.
- Area 5 road is complete and area 5 back open for rent (Coast to Coast) and owner use.
- All concrete at the Clubhouse to be complete 3/16/16 including across the road (drainage pipes to the creek).
- All sod and river rock to be complete by 3/18/16. (Extra river rock is to be held for the front entrance.
- Steps at the Clubhouse are complete (less paint and railing).
- Maintenance has hauled in 60+ loads of debris and wet dirt from the Clubhouse and area 1.
- Maintenance hauled in 60+ loads of dry dirt to bring grade up at the Clubhouse and backfill ditches in area 1.
- Area 1 water main including ¾" to sites is 99% complete.
- Backfill ditches in area 1 is 99% complete.

- Work on lower pool deck has started.
- Work at tennis / pickle ball courts has started.
- Basketball court is also cleaned for resurfacing.

**Administration:**

- Moved 172 campers.
- Put enzymes in septic system and inspected playground equipment.
- Checked daily well readings.
- Sent in monthly well reports.
- Filled rental propane tanks.
- Maintenance conducted their monthly safety meetings.
- Started to de-winterize rentals as front office requests.
- Service complete on trucks and shop equipment

**Director Reports:**

**Treasurer's Report by Beth Cruz**

- Reviewed and audited check ledgers and cash summary for January and February.
- Reviewed payable receipts.
- 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 will be redeeming a mature investment CD and deposit the monies in our Investment Account by March 26, 2016.
- The Financial Procedures & Policies written document is ready for a motion. See Motion 5.
- Joyce and Beth updated the approved 2016 proposed Budget with actual 2015 numbers and line item adjustments for the approval of the Board. Capital Improvements Line Items Clubhouse lawns needs increased to \$40,000 and area 1 needs increased to \$85,000 total Capital Investment \$300,000.
- Beth will communicate with Joyce about getting our Annual Audit started.

**Rules and Regulations by Arlon Maddox** - Board of Directors are requested to make notes on any issues with the new Pet Policy that was passed in July 2015 and in effect January 1, 2016.

**By Laws and Covenants by Bonnie Jordan** -- the By Laws are complete and passed. The Covenants committee will not meet again until more members are in the Resort. It will be announced.

**Grounds by Bonnie Jordan** -- Bonnie wanted to Thank You to all Owners that have aided our staff in work on our grounds. Your help has been greatly appreciated.

**Activities by David Stover** – There are many activities planned for Saturday before Easter. Children’s activities will be set up in the Activity Building and Easter egg hunt in the afternoon. A movie will be shown at 6PM in the evening with snacks and drinks.

**Equipment by Tommy Walker** – Tommy is getting additional information about possible availability of Golf Cart rentals here in the Resort.

**Buildings by John Gaines** – John inquired about what work had been done from issues listed last year and the response was Thank you for the reminder.

**Owner Relations** – David Stover reported that he sent a Thank You to the Golden Corral in Winder for accommodating approximately 70 USCR Owners for a luncheon in February.

### Old Business

Winter Projects for next winter. One suggestion is the road from site 67 to site 69 is very bad and appears to need considerable work. David and Steve have requested additional suggestions be brought forward by the next Board meeting, with consideration to the scope of work.

### New Business

No new business was brought forward.

Discussion continues on the Pet Policy that went into effect January 1, 2016. Please be sure to read the policy and owner’s comments are welcome in writing with signature and U number.

Discussion about the Financial Procedures & Policies Document. John Gaines said changes are needed to bid out all contracts. (See Motion 5) The Policy states that the Policies should be reviewed yearly. Further discussion will occur when the Financial Committee starts meeting this year.

The meeting adjourned at 11:30. See Motion 6.

Respectfully,

A handwritten signature in cursive script that reads "Bonnie Jordan". The signature is written in black ink and is positioned below the word "Respectfully,".

Bonnie Jordan  
Secretary