

**UNICOI SPRINGS CAMP RESORT
BOARD OF DIRECTORS MINUTES**

General Open Meeting
May 17, 2014

1. Attendance.

Present: David Stover, President, Safety; Beth Cruz, Treasurer; John Gaines, Secretary, Rules and Regulations, Assistant By-Laws; Tommy Walker, Activities, Equipment, Owner Relations, and Marvin Hill.
Absent: Gary Bryan, Vice President, Buildings and Grounds; and Ricky Carter, By-Laws, and Assistant Buildings. Beth departed the meeting at 11:15 A.M.

2. David Stover, President, called the meeting to order at 9:00 A.M. in the Activity Building. Pledge and prayer was conducted and all were welcomed to the meeting.

3. Motions follows:

- 1) The motion to approve today's agenda with addition of Bricks-R-Us was made by John and seconded by Beth. The vote was 5 YEA (John, Beth, Tommy, Marvin, and David). Absent: Gary and Ricky. The motion was approved.
- 2) The motion to approve the April 19, 2014 General Board meeting minutes as written was made by John and seconded by Beth. The vote was 5 YEA (John, Beth, Tommy, Marvin, and David). Absent: Gary and Ricky. The motion was approved.
- 3) A motion was made Tommy and seconded by Marvin to approve a decision to replace pumps lift stations A & B per estimates from North GA Sewer of \$14, 132.00. The vote was 5 YEA (John, Marvin, Beth, Tommy, and David). Absent: Gary and Ricky. Motion was approved.
- 4) Motion made by John and seconded by Marvin to table Audit bids till June 2014 meeting as a priority agenda item. The vote was 5 YEA (John, Marvin, Beth, Tommy, and David). Absent: Gary and Ricky. The motion was approved.
- 5) Motion by Tommy and seconded by Marvin to place the Bricks beside the ramp coming up from the ice machine. The vote was 5 YEA (Tommy, Marvin, Beth, John, and David). Absent: Gary and Ricky. The motion was approved.
- 6) Motion made by Tommy and seconded by Marvin to adjourn. The vote was 5 YEA (Tommy, Marvin, John, and David). Absent: Gary, Ricky, and Beth. The motion was approved.

4. Business Managers Report

Business Manager, 2014
Joyce Tallman
May 17th, 2014

Maintenance Fees collected as of April 30, 2013.	\$717,886.32
Maintenance Fees collected as of April 30, 2014	\$769,709.16

There are 104 owners that owe the full 2014 maintenance fees
and 66 that owe the second portion of the maintenance fees

Currently there are 9 owners on the waiting list for RV storage
Currently there are 6 Golf cart spots available

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5. Maintenance Manager Report:

**Maintenance Managers Monthly
Report, May 2014**
May 12, 2014

Unicoi Springs Owners Association
2444 Hwy 356 North
Helen, Ga. 30545

To: Board Members

Work completed by maintenance personnel from 4/14/2014 thru 5/12/2014.

Park improvement work

- Started repair work on 316 wall
- Repaired 2 water leaks in roadway between tent areas.
- Installed new roof air conditioner for rental 65. Purchased from stage Parkway \$500.00.
- Working on solution for waste boxes and tanks
- Repaired gates on upper courts safety issue
- Cut hazardous trees and limbs around park
- Worked on deck repairs

Administration:

- Moved 277campers.
- Daily well readings
- Monthly enzymes

Steve Tallman provided additional information as follows:

- 1) Area 6 Wall – reworking it from the ground up. Estimate completion is end of next week.
- 2) Cost for Area 6 will be provided to Beth in order for an update for the June meeting.
- 3) Sewer issue – pump and lift station at the dam area is non-functional which created an emergency situation and actions were taken to replace them. Parts are warranted for 5 years. (See motion 3 above).
- 4) Recommend putting into next year’s budget funds to replace the other 3 stations. **Budget action by Finance Committee.**
- 5) Gates were repaired at the ball courts and a sign installed for no bikes beyond the propane tank. This was a safety issue raised last month.
- 6) Repaired 6 decks this month.

6. Treasurer’s report presented by Beth. Report is in a new format from Duncan & Kitchens, LLC. She reported the Finance Committee met Joey Duncan, the new Accountant, on Tuesday, 13 May 2014 and discussed some issues about how to capture data previously requested by board members. The next Finance Committee meeting was scheduled for June 10, 2014 with a purpose to follow up on current discussion, review policy or procedures, and cost analysis status.

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Beth stated that volunteers are needed for an amenities study to determine needs, upgrades, and funding.

Audit bids were received from: Mixon and Associates; Ed K. Burton, LLC; Tim Thomas, CPA; and Jack P. Green, CPA. The bids were tabled until next meeting (see Motion 4 above).

7. Committee Reports:

- 1) Garden Club, Bonnie Jordan, we will start next week giving guidance on the White Boards for volunteers.
- 2) Safety – David, on-going looking into an evacuation plan, fire extinguishers, and communications during 911 calls to improve office/security understanding of location the Emergency responders are needed.

8. Activities report – Tommy. Updated information on Homecoming and Memorial Day events. Activity list shows up-coming events.

9. Equipment report – Tommy. Golf carts purchase approved last month status: one was purchased and awaiting the second one from the dealer.

10. Owner relations-- Tommy.

- 1) Reservation fees – current changes during the reservation (upon occupation of site) fees are \$50.00. An owner wants to lower the fees. **Board action sent this to the Rules/Regulations Committee for study.**
- 2) Bricks-R-Us project recommendation to remove the vegetation and install the Bricks in the corner of ramp near the ice machine. See motion 5 above. During discussion, it was stated that this had been discussed with at least one of the two absent Directors.
- 3) Unattended nights out report – John. Verified with the lawyer that the current Rules/Regulations allowing unattended nights out is in direct violation of the Covenants. Recommendation to allow the Rules/Regulation, Bylaw, and Covenant committee make suggested changes to the covenants, bylaws, and rules/regulation to allow keeping some unattended nights out. **Committee has lead.**

11. Break 10:35 – 10:45.

12. Owner Comments:

- 1) Reservation fees need to be reviewed to determine if they can be lowered.
- 2) Unattended nights out needed. Maybe look at increasing the number.
- 3) Question asked what constitutes what goes in the Rules/Regulations, Bylaws, and Covenants?
- 4) Changes to the Bylaws and Covenants require 2/3 of owners to vote for changes. This will take all of us to determine how to get the word out and get owners to return their votes, if we mail it.


13. Open discussions:

- 1) David. Technology Committee is looking for ways to improve our system.
- 2) Marvin. Why during holidays are reservations not allowed all day? Consult with manager and committee.

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- 3) Special Annual Sales of Ownerships – need history of last few years from Business Manager. This analysis of data to determine future sales.
- 4) Tommy. At check-in the office personnel need to hand out an activities list. **Coordinate with Business Manager.**
- 5) John. Requested the board members provide data to secretary prior to meetings in order to prepare the agenda and agenda data for the meeting. This also allows the board to be more prepared to discuss agenda items, as well as, reduce meeting time.

14. Meeting adjourned 12:25 P.M.


John Gaines
Secretary

Approved: 21 JUN 2014