

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

General Open Meeting
July 17, 2015

1. Attendance.

Present: David Stover, John Gaines, Beth Cruz, Tommy Walker, and Aileen Connor.

Absent: Bonnie Jordan and Gary Bryan.

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

3. Motions follows:

- 1) The motion to approve today's agenda with additions, of petition of ballot and one week sale, was made by Tommy Walker and seconded by Beth Cruz. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved.
- 2) The motion to approve the Executive Agenda as presented was made by Tommy and seconded by Aileen. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved.
- 3) The motion to approve the minutes of the June 19, 2015 General Board meeting, with addition of the open/closing policy that was not attached, was made by Aileen and seconded by Tommy. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved.
- 4) A motion was made by Beth and seconded by Aileen for a one week sale of ownerships September 21-28, 2015 at a cost of \$1500.00 with current Maintenance fees paid. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved.
- 5) Motion made by Aileen and seconded by Tommy to approve the revised Pet Policy to become effective when rules and regulations are updated and approved beginning January 2016 camping season. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved. **See attachment 3.**
- 6) Motion by Beth and seconded by Aileen to approve Draft 2 of Vision Statement, Mission Statement, and Value Statement to be posted. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved. **See attachment 2.**
- 7) Motion made by John and seconded by Tommy to open the resort year round for 2015 winter season (January – March 2016) as a "try one time" in order to capture costs. The area surrounding bathhouse #5 will be the only area open for camping during this "try one time". Include this in the Newsletter in order to inform owners and Coast to Coast members. The vote was 5 YEA (John, Tommy, David, and by phone call Gary and Bonnie) and 2 NAY (Beth and Aileen). The motion was approved.
- 8) Motion made by Tommy and seconded by John to adjourn meeting at 12:25 P.M. The vote was 5 YEA (Tommy, Beth, John, Aileen, and David) 0 NAY and 2 absent (Bonnie and Gary). The motion was approved.

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4. Business Managers Report.

Business Managers Report
Joyce Tallman
July 17, 2015

Maintenance Fees collected as of June 30 th , 2014	\$812,304.98
Maintenance Fees collected as of June 30 th , 2015	\$877,180.73

There are 76 accounts that owe for the full 2015 maintenance fees and 12 accounts that owe for the second portion of the maintenance fees.

Currently there are 23 owners waiting for RV storage and 4 golf cart spots available.

Please review the newsletter draft and advise Christine or myself of any changes corrections for additions an email copy will be sent to each Board member by Wednesday July 22nd for final review.

**5. Maintenance Manager Report by Steve Tallman:
July 15, 2015**

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

To: Board Members
Work completed by maintenance personnel from 6/19/2015 thru 7/15/2015

Park improvement work:

- Cut dead trees around park.
- Mowed grass and sprayed weeds.
- Worked on park cleanup.
- Mowed the back field's
- Repaired 2 main water leak in area 6 in front of 299 and 306
- Replaced chlorine pump lower well
- Repaired water leak across from chapel
- Repaired lights at putt putt course
- Repaired water leak in front of site 20
- Repaired water leak at upper well

Administration:

- Moved 474 campers.
- Put enzymes in septic system and inspected playground equipment.
- Checked daily well readings.
- Sent in monthly well reports.
- Filled rental propane tanks
- Replaced the couches in cabin 40 and 41

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- Replaced water inlet on rental 283

Project work:

- Repaired area in front of activity building

Also, Steve provided:

- 1) A handout titled 'Site Renovations' for the board members review and consideration when planning short and long term projects.
- 2) One page sheet titled 'Recommendations for 2014 Projects', which is the same from last year, for ideas to consider.

6. Treasurer's report presented by Beth. Handout was provided. She reported that she conducted a mid-year review and the income is \$52,000.00 less than projected on the budget and estimates a \$33,000.00 under projection for the year.

Beth recommended a Special Sale of Ownerships for 21-28 September 2015, which was approved (see motion # 4).

A correction was made to the balance of the Southern Bank and Trust account from \$5934.91 to \$5935.34.

Audit status: it is on-going and will be completed on time. Questions for the auditor can be sent to Beth to share with auditor.

The complete Treasurer Report is in the Office which lists Banks and balances as well as investment information.

7. Committee report: David presented the report. We have six candidates - five by application and one by petition. Petition ballot discussion about why the petition had not been provided to board and who is authorized to see it and the signatures. David will provide a copy of petition – not signatures- for the minutes. John requested and received approval to seek legal ruling on petition procedure.

8. Bylaws / covenants: Pat Carver, Election Committee, reported the bylaws passed and provided a handout to board which shows the July 16, 2015 results and certification of Election Committee signed by the six members.

U #'s eligible to Vote (to determine quorum)	2164	10% = 216
Total Yes	609	
Total No	53	
Less Void or Invalid Ballots	18	
Total Eligible Members Voting	662	

David stated that he as President will sign the certification and send to legal office and provide a copy for the minutes. Also, David reported that Pat Carver is stepping down and Ken Lauder milk will become the chairperson for the Election Committee.

9. Activities report: Friday July 24, 2015 Hobo Supper
 Saturday July 25, 2015 Jim/Johnny Cash singer

10. Grounds report: N/A

11. Buildings report: N/A

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12. Equipment report – N/A.
13. Owner relations– David read the following items and stated that he would be responsible for answering all of them.
 - 1) New rentals do not have oven for cooking.
 - 2) New camper on site 8 poor quality mattress.
 - 3) Putt Putt course is in poor condition.
 - 4) Covered golf cart parking stays wet all the time.
 - 5) TV reception poor.
 - 6) Large direction signs are confusing, too busy, and hard to read.
14. Rules and Regulations: Pet policy – recommended changes were handed out and approved. See motion # 5.
15. Old business:
 - 1) Handicap parking: John reported three suggested actions and during discussion a fourth one was added. 1st Next to lower pool house; 2nd Next to Housekeeping shed toward office; 3rd Add trail from entrance road next to site #3 and park next to trail; and 4th relocate the Housekeeping shed and use that space for parking. Board was asked to provide input to these suggestions.
 - 2) Vision, Mission, and Value Statements: John provided two drafts for board review, discussion, and possible approval. Draft 2 was approved. See motion # 6.
 - 3) Short and long term plans: tabled until next meeting. David asked for input from board members.
 - 4) Resort open year round: David read 2002 legal reply. Discussion among board members and owners followed. Motion # 7 was approved for a 'try one time' opening during January – March 2016 in order to capture costs. Beth stated "as a board member I would benefit having park open year round. But as the treasurer it is not a good financial decision, this is why I voted against this motion." Aileen stated "several times I stated that if the owners voted to close the park, the owners should vote to open the park."
16. New Business: why a generic pay scale can't be posted? Majority of board was against it.
17. Owner Suggestions/comments:
 - 1) Voting by U numbers.
 - 2) Sale of memberships in office we must provide better customer service.
 - 3) One way streets signs are confusing.
18. Meeting adjourned 12:25 P.M. Motion # 8.

John Gaines
Vice President
Approval date:

Attachment(s):

Bonnie Jordan
Secretary
8-22-15

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1. Updated Agenda
2. Approved Vision, Mission, and Value Statements

Attachment 1 to July Minutes: Updated Agenda

General Open Meeting amended by additions as stated, July 17, 2015.

1. Date: July 17, 2015
2. Location: Activity Building.
3. Time 9.00 A.M. Regular Meeting
4. Regular Meeting called to order by the President
5. Prayer (Beth Cruz) and Pledge to Flag. (Tommy Walker)
6. Welcome and comments by President. (turn off phones) (owner sign-in sheet)
7. Approve agendas (**Regular Meeting**) Approve (**Executive Meeting agenda**)
8. (As necessary) Introduction of invited guests for special presentation(s).
9. Approve previous meeting minutes (Minutes attached separately).
10. Reports follow:
 - A. Business Manager:
 - B. Maintenance Manager
 - 1) Status of last month's tasking to manager on buildings.
 - C. Treasurer / Finance:
 - 1) Report.
 - 2) **Added:** Special seven day sale.
 - D. Committee reports: **added:** Ballot petition to add Kathy Davis.
 - E. Bylaws / covenant – Bonnie Jordon
Report on By-law vote Pat Carver
 - F. Activities – David Stover – Aileen Connor – Tommy Walker
 - G. Grounds - Bonnie Jordon
 - H. Buildings. – John Gaines
 - I. Equipment – Tommy Walker
 - J. Owner relations – Gary Bryan
 - 1) Suggestions / Comments Received.
 - K. Rules and Regulations. Pet Policy
11. Old Business:
 - 1) Handicap Golf Parking at Clubhouse
 - 2) Drafts of Vision, Mission, and Value Statements.
 - 3) Status of short/long term plans.
 - 4) Resort open year round
12. New Business:

Why a generic pay scale can't be posted?
13. Owner Suggestions and Comments
14. Adjourn

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Attachment 2 to July 17, 2015 Minutes: Vision, Mission, and Value Statements.

This was adopted on July 17, 2015 during Open Board of Directors meeting.

Vision Statement:

Become a resort in which every owner has the opportunity to achieve their camping enjoyment potential and improve their quality of life.

Mission Statement:

Protect and enhance Unicoi Springs Camp Resort for present and future generations.

Value Statements:

- Commitment to excellence and responsiveness.
- Practice fiscal stewardship.
- Open and honest relationships with communications.
- Open to new ideas and willing to consider change.
- Provide high quality services to all.
- Practice environmental stewardship.
- Practice teamwork for overall improvement of individuals and groups.

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Attachment 3 to July 17, 2015 Minutes: Pet Policy
This was approved during Open Board of Directors meeting.

PET RULES

1. All pets are to be walked down the road to the pet area with a lead no longer than 6 feet. Retractable leashes may be extended in pet areas only. Pet areas are identified.
2. All pets must be controlled and kept off other owner's sites and unoccupied sites.
3. Pets, pet cages and carriers are not to be placed on tables or benches in the resort.
4. Pets are not allowed in or around rental units or on the site which the rental units are located.
5. Pets may be tied, chained or in a cage on owner (must be present) occupied sites only. All cages must have a solid bottom (Not Carpet). Cages are not to be placed on any grassy area.
6. Each pet owner is responsible for clean up in the resort. This includes pet areas. Bags are available at each pet area.
7. Storage areas and public areas are off limits to pets except in the event of a Severe Weather Warning which necessitates the evacuation of members to a designated shelter. During Severe Weather Warnings owners are allowed and encouraged to bring their pet(s) with them to and into designated shelters provided said pet (s) are properly restrained by their owners, either in a carrier, are hand held or on a leash.
8. It is the intention and policy of Unicoi Springs Camp Resort to accommodate any person using a guide dog or service dog assisting them while in Unicoi Springs Camp Resort. Every effort shall be made to accommodate their request for accommodations. They must be an owner, a guest of an owner or a Coast to Coast member to use any camper unit, or facilities so approved by management.

**AN OWNER SHOULD REPORT INFRACTIONS OF THE PET POLICIES TO SECURITY OR
MANAGEMENT AND PROPER ACTION WILL BE TAKEN.
FIRST OFFENCE \$25.00 FINE SECOND OFFENCE \$50.00 FINE THIRD OFFENCE OWNER WILL
BE REQUIRED TO COME BEFORE THE BOARD.**

In accordance with the ByLaws of Unicoi Springs , Article III, Section 8 , we the undersigned members of Unicoi Springs Camp Resort would like to endorse and nominate Kathleen (Kathy) Davis, U#1807, 233, to run for the Board of Directors in the 2015 election. This document was received by the Board of Directors on

6-29-15 