

**Unicoi Springs Camp Resort  
Board of Directors Meeting Minutes  
May 17, 2019**

**Meeting called to order at 9 am**

In attendance:

David Stover, President  
Thurman Carpenter, Vice President  
Doug Jackson, Treasurer  
Mary Hill, Secretary  
George Petty and Tommy Walker

**Prayer and Pledge of Allegiance**

**Motion** to approve the Agenda for 5-17-19

Made by Tommy Walker 2nd by Thurman Carpenter Motion Approved

**Motion** to approve Executive Agenda for 5-17-19

Made by George Petty 2nd by Thurman Carpenter Motion Approved

**Motion** to approve Minutes of the Board of Directors Meeting 4-19-19

Made by Tommy Walker 2nd by George Petty Motion Approved

**Motion** to approve minutes of the Executive Meeting 4-19-19

Made by Thurman Carpenter 2nd by Tommy Walker Motion Approved

**Treasurer's Report by Doug Jackson**

Reviewed and audited check ledgers and cash summary for April.

Reviewed payable receipts.

The bank balance in investment account is \$302,916.48 as of April 30, 2019.

The bank balance in Payroll is \$29,888.72. We transferred \$40,000 from investment account to this account.

The bank balance in Operations account is \$6123.71. We transferred \$110,000 to this account from the investment account.

Southern Bank and Trust earned \$287.22 YTD with a balance of \$156,669.96.

Rabun County Bank has a balance of \$77,134.64. This is the camper/vehicle replacement fund.

**Business Manager's Report by Joyce Tallman given by Doug Jackson**

Maintenance Fees collected as of April 30th, 2019 \$899,553.36

Maintenance Fees collected as of April 30th, 2018 \$819,638.62

There are 73 accounts that owe the full 2019 maintenance fees and 56 accounts that owe the second portion of 2019 maintenance fees.

There are 11 RV storage spots available and 4 golf cart spots available for rent.

We were rated by Good Sams/Coast to Coast.

I will be touching base with Joely Mixon regarding the 2018 audit.

**Maintenance Manager's Report by Tim Copp** given by David Stover

We are still down 1 man.  
Report Attached with all projects worked on this month.

**Activities by David Stover**

There is a 1 day sale 5-18-19. There is a list of people for tours of the resort.  
There is also a schedule for the Home coming.  
We will also have a member that has written a book and will be here signing the books.  
Memorial Day Weekend we will having meal at the cost of \$6. The resort will cover the price of the meal for all veterans.

**Amenities**

Volleyball court sand has been replaced and raked, bark mulch has been added to the playground and 4 pool sticks have been purchased.

**Buildings by Thurman Carpenter**

No roofing or renovations have been done to the bath houses.  
2" plug missing on the back side of the dumpster.

**By Laws/Covenants Kathy Carpenter and Vicki Petty**

We have had 3 meetings thus far and we have 2 more scheduled.

**Dead Deeds Kathy Carpenter and Vicki Petty**

Report is attached.

**Finance Committee Nancy Stearn**

We have over \$500,000.00 cash as of right now. Report from committee is attached with recommendations. David has asked the committee invite Joyce to their meetings.

**Equipment by Tommy Walker**

The Kubota is ready for pick up and tires and power steering hose have been replaced.

**Landscape by George Petty**

There has been work done on the swimming pool, club house and common areas. There is a lot more that needs to be done.

**Owner Relations by George Petty**

1 letter has been answered.

### **Rules and Regulations by Doug Jackson**

There will a meeting of the BOD on June 13th at 2pm to discuss the rules and regulations.

### **Safety by George Petty**

1 rental needs a change in steps. The way it is, it is a tripping hazard. Speed bumps need to be painted in order to be seen from a distance.

### **Technology by George Petty**

There was an informational meeting with the Wifi company yesterday, which helped in learning how to use our new Wifi.  
George will be trimming more leaves and branches.

### **Storage camper and golf carts by Tommy Walker**

The shed where the golf carts are stored needs to be cleaned out again. Recommendation is to have this ear marked for maintenance to do on slow weekends.

### **Water and Sewer by George Petty**

American Water has the contract and have given a good report.

### **Old Business**

Wifi \$14,000 spent with a monthly contract of \$159 for 3 years. This is down from our last monthly contract.

### **New Business**

We need to discuss the winter projects and bath houses.  
Pipe needs to be replaced at 168 & 169.  
We need to inform people that there are poisonous snakes in the area.  
We need to start using the sign up sheets in the clubhouse for volunteers. Someone has to be in charge and make sure that tools are returned to maintenance area.

### **Motion to adjourn the meeting at 10:28 am.**

Made by Tommy Walker    2nd by Thurman Carpenter    Motion Approved

Respectfully,

 - President

Mary Hill, Secretary

Ending April 30, 2019	2018 Actual thru Dec	2019 BUDGET	2018/2019 (+/-)	MTD APRIL	2019 YTD ACTUAL	2019 BALANCE (Budget -YTD)	2019 PERCENT REMAINING
INCOME Statement							
Activities	14,374	15,000	626	787	1,054	13,946	92.97%
Bank CC Charges	6,682	9,053	2371	1436	4,065	4,988	55.10%
Cable TV	1,124	1,000	124	66	122	878	87.80%
Cancellation & Fines	2,166	2,000	166	240	809	1,191	59.55%
Coast to Coast	6,370	6,300	70	774	1,351	4,949	78.56%
Gate Card - Extra sites Income	2,149	1,000	1149	200	878	122	12.20%
Golf Cart & Utility Trailer Storage	17,199	17,200	1	1486	5,980	11,220	65.23%
Interest Earned Investment Acct.	418	300	118	105	364	-64	-21.33%
Laundry	10,852	10,000	852	916	2,312	7,688	76.88%
LP Gas	13,309	13,500	191	1255	5,279	8,221	60.90%
Maintenance Fees Current year	305,379	959,850	654471	143572	586,246	373,604	38.92%
Maintenance Fees Prior Yrs.	568,102	0	568102	2540	5,637	-5,637	0.00%
Member Service(late fees?)	8,801	0	8801	1150	3,473	-3,473	0.00%
Misc. Income	10,692	6,500	4192	0	2	6,498	99.97%
On/off Fees	62,484	80,000	17516	6972	14,755	65,245	81.56%
Ownerships sold	0	0	0	0	7,500	-7,500	0.00%
Reservation Fee		40,000	40000	3650	8,459	31,541	78.85%
Storage Trailers	122,551	117,325	5226	6270	29,372	87,953	74.97%
Store & Vending Sales	13,562	13,000	562	1619	2,683	10,317	79.36%
Trailer Rentals	143,575	150,000	6425	12543	22,123	127,877	85.25%
Other Refunds	523	280	243	0	0	280	100.00%
<b>TOTAL INCOME</b>	<b>1,310,311</b>	<b>1,442,308</b>	<b>131997</b>	<b>185581</b>	<b>702,464</b>	<b>739,844</b>	<b>51.30%</b>

	2018 Actual thru Dec	2019 BUDGET	2018/2019 (+/-)	MTD April	2019 YTD ACTUAL	2019 BALANCE REMAINING	2019 PERCENT REMAINING
EXPENSES (Schedule Two)							
Accounting		6,500	6,500	200	3,025	3,475	53%
Audit(s)	11,335	5,000	(6,335)	0	0	5,000	100%
Activities	14,062	15,000	938	854	2,507	12,493	83%
Admin Other	150	150	0	0	0	150	100%
Advertising	15,369	17,000	1,631	1029	6,423	10,577	62%
Bank Credit Card	8,207	10,253	2,046	39	437	9,816	96%
Cable TV	29,099	29,000	(99)	2418	9,678	19,322	67%
Coast to Coast	817	850	33	0	0	850	100%
Contract Labor		3,500	3,500	0	0	3,500	100%
Computer Expense	4,435	4,500	65	925	3,489	1,011	22%
Employee (USCR) - Dental/Life		6,703	6,703	502	1,616	5,087	76%
FICA	125,351	32,383	(92,968)	3049	10,487	21,896	68%
Health	110,076	88,475	(21,601)	6383	32,496	55,979	63%
Retirement	28,919	7,000	(21,919)	424	1,792	5,208	74%
Relations	4,179	4,200	21	443	1,317	2,883	69%
Shirts (Uniform)	336	450	114	243	243	207	46%
Uniforms (Rental)	2,503	3,000	497	133	623	2,377	79%
Entertainment	2,100	2,100	0	300	600	1,500	71%
Gate Cards	1,699	0	(1,699)	0	1,740	-1,740	0%
Housekeeping Supplies	13,676	14,000	324	1252	5,013	8,987	64%
Insurance= General	61,207	31,797	(29,410)	1246	3,738	28,059	88%
D&O/EPLI		3,101	3,101	0	0	3,101	100%
Excess Liability		8,622	8,622	0	0	8,622	100%
Property		22,366	22,366	0	0	22,366	100%
Workmen Comp	21,102	12,611	(8,491)	1868	7,477	5,134	41%
Vehicle	8,708	8,708	0	0	775	7,933	91%
Legal = ?	9,160	11,000	1,840	0	1,826	9,174	83%
LP Gas	19,864	20,000	136	1778	8,919	11,081	55%
Maintenance - Shop & Grounds	3,488	4,500	1,012	86	618	3,882	86%
Tools	1,017	5,000	3,983	31	1,449	3,551	71%
Office Supplies/Copier Lease	9,429	10,500	1,071	690	3,609	6,891	66%
Pest Control	2,740	2,750	10	120	480	2,270	83%
Postage	7,997	9,000	1,003	4	2,029	6,971	77%
Printing	4,544	6,000	1,456	503	1,283	4,717	79%
Recording Fees	891	2,000	1,109	133	1,024	976	49%
Refund (Dues)	6,566	6,500	(66)	405	1,340	5,160	79%



	2018 Actual thru Dec	2019 BUDGET	2018/2019 (+/-)	MTD APRIL	2019 YTD ACTUAL	2019 BALANCE REMAINING	2019 PERCENT REMAINING
Capital Improvement Projects (Schedule Three)							
Area 6 Paving		60,000		53640	53640	6,360	11%
Area 6 @ 5 Sites	18,294	20,000	1,706	5678	24772	-4,772	-24%
Redo office Floors		3,000		0	2517	483	16%
Chapel repair		0		2000	2000	-2,000	0%
2 Golf Carts		0		0	0	0	0%
2 Replace RV		50,700		0	50678	22	0%
2 Bath house roofs		0		0	0	0	0%
security system upgrade	1,048			0	0	0	0%
WiFi upgrade	2,970	16,000		0	0	16,000	0%
Freezer				0	0	0	0%
Kitchen HVAC	2,700			0	0	0	0%
Laundry Equip	2,863	3,000		1234	1234	1,766	59%
Fencing	1,074			0	0	0	0%
Pool Pump/filter (upper pool)				0	0	0	0%
Rental Trailers	39,990			0	0	0	0%
Sewer septic tank filter system				0	0	0	0%
Computer (Office)				0	1451	-1,451	0%
Area 1	4,590			0	0	0	0%
<b>Total Schedule Three</b>	<b>73,908</b>	<b>152,700</b>	<b>78,792</b>	<b>62552</b>	<b>136,292</b>	<b>16,408</b>	<b>11%</b>

The Following Owners agreed to Deed back, but we have not received the signed Quit Claim Deed yet

OWES FEES FROM YEARS	TOTAL U #'S
2015 to 2019	4
2016 to 2019	2
2017 to 2019	3
2018 to 2019	1
2019	4
Dead Deeds	122
<b>TOTAL U #'S</b>	<b>136</b>

**ACCOUNTS ALREADY DEEDED BACK AND IS NOW IN USCR NAME**

	2014	2015	2016	2017	2018	2019	DEAD DEEDS	GRAND TOTAL
<b>TOTAL U #'s</b>	<b>2</b>	<b>4</b>	<b>10</b>	<b>11</b>	<b>14</b>	<b>6</b>	<b>42</b>	<b>89</b>

**U #'s WITH SIGNED QC Deed: READY TO GO TO COURTHOUSE**

YEAR	2019	DEAD DEEDS	GRAND TOTAL
<b>TOTAL U #'s</b>	<b>1</b>	<b>13</b>	<b>14</b>

**DATA ON DEAD DEED ACCOUNTS**

U #'s of Dead Deeds in the Beginning May 2018	487
U #'s Worked/Working	487
U #'s Not Worked on Yet	0 *
U #'s Paid Entire Fees Owed	2
U #'s Deed is Now Back in USCR Name	42
U #'s W/Signed QC Deed; Ready to Go to Courthouse	13
U #'s Pending Documents From Owners	122
U #'s Not Working Accounts Any Longer	65

**REASON NO LONGER WORKING DEAD DEED ACCOUNTS**

REASON	# OF U #'s
Cannot Locate Owner(s)	21
Cannot Locate Heir(s)	19
Owners or Heirs Refuse to Work with USCR	16
Other	9
<b>Total</b>	<b>65</b>

**\*NOTE: We have worked all 487 Dead Deed Accounts at least once**

**TOTAL NUMBER OF HOURS WORKED ON PROJECT IN 2018: 1923 HOURS**



TO: David Stover, President  
 Doug Jackson, Treasurer  
 Unicoi Springs Camp Resort Board

FROM: Kathy Carpenter  
 Vicki Petty  
 Dead Deeds Project Coordinators

DATE: May 15, 2019

SUBJECT: DATA COLLECTED FROM DEAD DEEDS and MAINTENANCE FEES

**DEAD DEEDS MONIES COLLECTED:**

Per last report: \$ 11,036.06  
 Since last report: \$ 250.00  
**Total Collected: \$ 11,286.06**

**2019 MAINTENANCE FEES STILL OWED**

OWES FEES FROM YEARS	TOTAL U #'s	TOTAL FEES OWED
2015 to 2019	11	\$ 27,421.57
2016 to 2019	8	\$ 14,487.65
2017 to 2019	9	\$ 13,326.78
2018 to 2019	8	\$ 7027.73
2019	181	\$ 52,610.36
<b>TOTAL U #'s/MONEY OWED</b>	<b>217</b>	<b>\$ 114,874.09</b>

**Of those accounts owing ONLY 2019 Maintenance Fees Listed Above:**

Number of U #'s	Total Owed
31	Less than \$10
1	\$10.01 to \$100.00
9	\$100.01 to \$200.00
61	\$200.01 to \$300.00
79	\$400 up
<b>Totals 181</b>	<b>\$ 52,610.36</b>

(Note: The Maintenance fees totals owed is as of Printout Dated 05/09/19)