

**Unicoi Springs Camp Resort**  
**Board of Directors Meeting Minutes**  
**May 20, 2022**  
**Activity Building 9:00am**

**Board Members Present:**

Randy Frame

Yvette Dunford

Thurman Carpenter

Jeff Nunnally

Becky Manley

Dominic Orlando

**Absent:** Avery Smith

**Call To Order:** Randy Frame

**Pledge Of Allegiance:** Randy Frame

**Prayer:** Thurman Carpenter

**Welcome:** Randy Frame – Introduce Dominic Orlando As New Board Member, This Ito Fill The Remaining Time For Terry Phillips Which Had To Resign Due To Health Issues, We Would Like To Thank Terry For His Time And Service And Pray For His Health.

**Business Managers Report May 19, 2022 Kris Hatch / By Becky Manley**

Maintenance Fees Collected As Of April 30, 2022 \$1,034,847.11

Maintenance Fees Collected As Of April 30, 2021 \$899,354.81

Accounts Owed For The Following Years:

2021: 13 Accounts

2020: 7 Accounts

2019: 4 Accounts

There Are 69 RV Storage Spots Available.

There Are 7 Golf Cart Storage Spots Available.

502 Ownerships Have Been Deeded Back To USCR, And 18 Are Waiting To Go To The Courthouse And Be Titled Searched Prior To Transferring Backs. Thanks To All Who Have Worked Hard To Get These Dead Deeds Back To Us.

Rentals Occupancy Remains Great At 203 Nights In April.

We Have Hired (1) Parttime Floater For Office/Housekeeping – Monday Thru Thursday , And Waiting On Drug Screen For Fulltime Office

**Treasurer Report For April 14, 2022, 2021 BY Becky Manley:**

- I. Reviewed And Audited Check Ledgers And Cash Summary For April 30, 2022
- II. Reviewed Payable Receipts

- III. The Bank Balance In Investments Account Is \$644,554.32 As Of April 30, 2022. We Transferred \$70,000.00 Into Operations And Payroll. The Bank Balance In Payroll Is \$28,841.61 And \$40,000.00 Was Transferred Into Account
- IV. The Bank Balance In The Operations Account Is \$23,431.88 and \$30,000.00 Was Transferred Into Account
- V. Pinnacle Bank (formerly Southern Bank and Trust) A Balance Of \$157,883.26. (earned \$31.14 YTD)
- VI. Rabun County Bank With A Balance Of \$79,862.33 This Is The Camper/Vehicle Replacement Fund.
- VII. The Bank Balance In The Bathhouse Fund Is \$103,532.00
- VIII. The Bank Balance In The Road Improvement Fund Is \$71,482.00
- IX. We Have (3) \$100,000.00 CDs

**Updates: Thurman Carpenter**

- \*Contract Has Been Accepted For Renovations On Bathhouses 1 and 5, Waiting And Material Delay For Shower Stall Walls And Will Begin Just As Soon As Possible
- \*Culvert Pipe Project By Chapel Will Have The Road Torn-Up For A Few Dates, So Traffic Will Have To Be Routed To The Right Around It. We Are Hoping This Will Be Completed In June.
- \*Maintenance Has Finally Gotten Caught Up Enough To Start With Heavy Weed Eating And Grounds, Things Are Looking Good and the Guys Work Hard So If You See Them Give Them A Big Thanks.

**New Business: Randy Frame**

- \*We Are Still Waiting For Refund From Previous Insurance Company So Financials Will Look A Little Different After That Is Refunded. We Did Switch Insurance Carriers At End Of 1<sup>st</sup> Quarter So Once The Final Audits Are Complete We Will Be Receiving Those Monies Back, Hopefully By End Of June.
- \*New "Point Of Sale" System Contract Was Awarded To FIneTech And With Getting This Set And In Place We Will Be Updating Our QuickBooks In The Office As We Are About 6 Years Behind. This System Sync Directly With Quickbooks SO When You Pay Any Of Your Bills It Will Post Directly To Your Account So This Should Rectify The Issues Of Pay Bills And Still Receiving Bills Stating It Was Not Paid. It Will Print Receipt On The Spot With All Line Items Paid Shown On Same Receipt.
- \*This Will Print Daily Reconciliation Reports For Deposits and Will Be Taken To The Bank Same Day.
- \*Voted To Change Charge Card Processing Company, Will Be Saving Approx \$1,700.00 Per Month, Projected 1<sup>st</sup> Year Savings Of \$21,000.00 and 3 Year Savings Of Around \$64,000.00. (these are projections not hard numbers as we used this YTD charges to calculate and this varies)
- \*Approved The Online Reservation System, This Will Be A Few Months Out As The Program Has To BE Written To Meet Our Needs At This Park. You May Find Times That You Will Need To Still Call The Office And Of Course You Do Not Have To Use It And Can Continue To Make Reservation As You Have Been. Once It Is Up And Running You Will Be Able To Book, Pay And Check-In All Online. Once This Is Ready To Go Live And If There Is Interest We Will Be Happy To Hold A "How To" Session or Two.

\*We Will Be Installing A Commercial Grade Garage Door Opener In Maintenance, Once This Is Installed The Shop Will BE Closed And Locked At All Times.

\* Blossman Gas Is To Come Out And Set-Up Filling Station So We Can Hook Up Generator So When Power Go Out We Can Still Fill Propane, We Can Not Pump Gas When Power Is Out Now. We Are Also Looking To Setup The Front Office On Generator Also .

\*Approved E-Bikes And Keeping With Georgia Law You Must Be 15years Or Older And Everyone Must Wear Helmet and Follow All Road Speed Limit, Stop Signs, And Directional Signage In The Park.

### **New Business – Jeff Nunnally**

\*A Member Donated Approx 115 Cushioned Chairs To The Park, The Are Not Brand New But Are For the Most Part In Really Good Shape And Sit Really Well And They Are Free. We Will Be Donating The Old Vinyl Chairs For Use By Others In Need.

### **Activities: Yvette Dunford**

\*Homecoming Will Be Setup And Served Out Of The Activity Building, We Will Have As Much Seating Inside as We Can Along With Outside Seating Both In Front Activity Building And At The Clubhouse. Park Will Be Supplying Ham, Turkey, Dressing, Gravy, Dinnerware And Utensils. Please Bring (2) Sides And Come Join Us.

\*Memorial Day: BBQ (summer kickoff) Sandwich, Slaw, Beans, Chips, Drink And Treat \$8.00. This Will Be A Pre-Sale Ticket Meal. With Pricing And Availability We Are Selling To Match A Close As Possible TO Product. Pickup Times Will BE 12:00 Noon till 12:45 and If There Is And Left We Will Cash Sale From 12:45 till Gone. Pam , Myself, Security And Dominic Will Be Selling Tickets. This Is Always A Big Event With Great Food. We Will Also Be Having A Golf Cart Parade In The Morning With Bounce House/Waterslide Starting At Noon.

This Will Also Be The Start To Ice Cream From 3:00 to 3:30 In Activity Building, Karaoke From 6:00-9:00 in Activity Building And Family Game Night From 7:00-10:00 In Clubhouse

\*Please Check Facebook, White Board By Security, Reader Board At Park Entrance Or Activity Sheets Weekly For All The Summer Events.

\*We Always Need Volunteers, But Please If You Can Not Volunteer Just Take A Moment That Thank The Ones That Are.

\*We Are Looking Forward To A Great Summer.

### **In Closing:**

\*New Ice Machine Larger Ice Machine Has Been Delivered. 2More Pounds Of Ice For The Same Money

\*Dumpsters Have Been Moved To Their New Enclosure And The Gates Will Be Finished Up Soon. Bears Will Not Be Able To Get In The Dumpsters So They Will Be Looking For Easy Food Sources So Make Sure You Don't Leave Food Or Trash On Your Campsite.

\*Box Trailers Will Be Moving From The Lower Lot By The Lake To The Back "C Lot" In Storage Area. This Will Free Up Short Term Utility Trailer Parking

\*Reminder- We Will Deal Will Limit You To Two Questions With Three Questions Per Subject. You Have Two Minutes To Ask Your Question, If You Have A Second Question You Can Ask It Once It Has Circled Back Around. All Question Should Be Ask To The Board And General Discussion Among Owners Can Be Done Outside After the Meeting

**Open For Questions:**

Question: Will There Be Signs On Dumpsters Limiting It To Household Trash Only And Break Down Boxes.

Answer: By Randy And Thurman/ Yes We Will Be Working On Sign Order For Dumpster Rules Once Gates Are Up And Sizes Can Be Determined. Please If It Is Not Household Trash Please Take It To The White County Dump. There Are Cameras Directly On The Dumpsters And Fines Can And Will Be Imposed

Question: Can We Get Contact Information On Dominic Orlando As A New Board Member

Answer: By Randy / Yes, The Office Will Have His Contact Information

Question: How Do You Get Reimbursement If You Need To Leave Rental Early.

Answer: By Randy / As A Rule There Are No Reimbursements, If You Have It Rented It Means Someone Else Can Not. We Have Cancelation Policies That Have Been In Place For Many Many Years But, With That Said We All Know Life Happens And We Are Not A Board Without Heart. Please If You Ever Find That There Is An Emergency, Contact Us Directly Either By Email Or Through The Office.

Question: What Is The Name Of The Online Reservation System

Answer: By Jeff / The Is Not A Name Or Location As It Is Not Running Or In Place Yet, We Are Working Just Now At Starting The Process Of Building The Program To Fit Our Parks Needs.

Question: Wanting To Put Personal (to share) Freezer In Out Building.

Answer: By Randy / We Just Received Your Request Today and We Will Have To Discuss At Next Meeting.

Question: Not A Question But Complements To Maintenance On Their Hard Works.

Answer: By Randy / They Along With All Other Employees Work Very Hard Everyday, SO Please Remember To Always Thank Them.

Questions: Will Be Offering A Class To Teach The Online Reservation System

Answer: By Jeff / Yes, We Will

Question: Will We Still Be Charging To Use Credit Card For The Online Reservation System Since We Will Be Saving So Much With New Merchant Services Account

Answer: By Jeff / That Is Something We Will BE Looking At As We Move Forward And Learn More Ourselves.

Question: Where Are We With The Ambassador Program

Answer: By Yvette and Randy / We Have The Vest And Looking For Someone To Letter Before Memorial Day Weekend. Randy Will Have A Rough Guideline For Volunteers Sometime Before The Holiday

No More Question By Owners

**Randy To Run Through Motions Made**

**Motion 1:** Dominic Orlando To Fulfill Terry Phillips Vacated Seat

**Made by:** Becky Manley / **Second by:** Jeff Nunnally / **Yea 5 / Nay 0 / Abstain 0**

**\*Motion #2:** In Keeping With Ga Law A Class 3 E-Bike Can Be Used By Rider Age 15 Or Older W/ Helmet And Must Follow All Unicoi Springs Road Rules, Stop, Speed Limit And Directionals

**Made by:** Jeff Nunnally / **Second by:** Becky Manley / **Yea 5 / Nay 0 / Abstain 0**

**Motion #3:** Blossman Gas To Run Wiring For Generator At Dispensary.

**Made by:** Thurman Carpenter / **Second by:** Becky Manley / **Yea 5 / Nay 0 / Abstain 0** (voted on 04/14/2022)

**Motion 4:** To Install Commercial Garage Door Opener In Maintenance With 1 Controller

**Made By:** Thurman Carpenter / **Second By:** Jeff Nunnally/ **Yea 5 / Nay 0 / Abstain 0**

**Motion 5:** Update Quickbooks To Web Based Online System

**Made By:** Becky Manley / **Second By:** Jeff Nunnally/ **Yea 5 / Nay 0 / Abstain 0**

**Motion 6:** Award FineTech Cage Card Merchant Service Account

**Made By:** Thurman Carpenter / **Second By:** Becky Manley/ **Yea 5 / Nay 0 / Abstain 0**

**Motion 7:** To Go With Clover Point Of Sale System And To Be Serviced By Fine Tech

**Made By:** Becky Manley / **Second By:** Thurman Carpenter/ **Yea 5 / Nay 0 / Abstain 0**

**Motion 8:** To Approve Minutes From April 15, 2022 Meeting

**Made By:** Becky MANley / **Second By:** Jeff Nunnally/ **Yea 6 / Nay 0 / Abstain 0**

**Motion 9:** to Adjourn

**Made By:** Jeff Nunnally / **Second By:** Becky Manley/ **Yea 6 / Nay 0 / Abstain 0**

Yvette Dunford



Secretary  
Unicoi Springs Camp Resort