

//UNICOI SPRINGS CAMP RESORT
MINUTES
SPECIAL CALLED BOARD MEETING
December 1, 2025

Board Members Present:

Danny Candler
Kathy Carpenter
Yvette Dunford
Randy Frame
Jeff Nunnally
Dominic Orlando
Johnny Simmons.

Board Members Absent

None

A special Called Board Meeting session was called for December 1, 2025, at 5:00 p.m. by Dominic Orlando, President.

The Special Called Board Meeting was held in the USCR Activity Building.

The Special Called Board Meeting was called at 5:05 p.m. by Dominic Orlando.

Motion was made by Danny Candler and seconded by Yvette Dunford to accept/approve Minutes from Annual Meeting of September 20, 2025. The motion were adopted by a unanimous vote.

Motion was made by Yvette Dunford and seconded by Johnny Simmons to approve minutes going forward by use of Roberts Rules short version minutes. The motion was adopted by a unanimous vote.

Dominic Orlando reported a truck was damaged and this issue was turned over to the insurance company. Some of the Board members had questions about inadequate insurance coverage. Jeff Nunnally will review coverage with insurance carrier.

Motion was made by Yvette Dunford and seconded by Johnny Simmons to desist moving any campers until insurance situation is resolved. The motion was adopted by a unanimous vote.

Dominic Orlando reported that we need to repair/look into the water leak that has gotten larger in road section near Site 77.

Yvette Dunford reported our Worker's Comp covers if vendors do not have adequate insurance coverage if need arises and copies of COI Forms cannot be found on some of the work being completed. She will review insurance plans and report back.

Yvette Dunford reported that copies of checks with inconsistencies were found. Johnny Simmons will review this situation as this was the first he had heard of it.

Yvette will check with Kris Hatch in the Office to be sure checks have the COI form, bid and invoice are scanned into QuickBooks for every payment.

The annual Christmas bonuses were approved for staff.

A Motion was made by Jeff Nunnally and seconded by Danny Candler to return fine money back to two owners. The motion was adopted by a unanimous vote.

A motion was made by Yvette Dunford and seconded by Danny Candler that if a situation arises that the Board needs to review, or Security asks Board to review security camera footage, it will be done in the security building. After review of at least two Board members, by the President, Vice President, and/or any Board member designated, if action is deemed necessary, the majority of the Board has to approve which may mean viewing footage by all the Board. All Board Members will be advised of the situation. The motion was adopted by a unanimous vote.

A Statement of Work was completed, one for Security and one for the Office, regarding giving out temporary passes for sites for parking vehicles. Statement of Works were Approved by a unanimous vote.

Three Statements of Work were previously verbally approved. Written Statement of Works were signed today and approved by a unanimous vote and are as follows:

- A Statement of Work was completed as Maintenance Manager is responsible for Maintenance Department and regarding camper hookups; moving campers; personal use of Resort golf carts and others.
- A Statement of Work was completed for Security regarding he alone, as head of Security, is responsible for Security operations and can give fines at his discretion as warning, or any amount up to maximum of \$50.00.
- A Statement of Work was completed for Business Manager regarding she, as Business Manager, alone is in charge of the office; need for privacy in the office and other office and housekeeping issues; asked that the number of deeds transferred be added to the Business Manager's Report.

A motion was made by Johnny Simmons and seconded by Randy Frame to reelect officers. The motion was adopted by a vote of 5 Yeas, 0 Nays, 2 Abstains.

A motion was made by Danny Candler and seconded by Yvette Dunford for Dominic Orlando as President and was rejected by a vote of 3 Yeas, 4 Nays and 0 Abstains.

A motion was made by Randy Frame and seconded by Johnny Simmons to nominate Jeff Nunnally as President. The motion was adopted by a vote of 4 Yeas, 3 Abstains.

A motion was made by Jeff Nunnally and seconded by Johnny Simmons for Randy Frame as Vice President. Motion was adopted with 4 Yeas, 0 Nays, 1 Abstained, 2 Resigned and left the building.

During this time of the meeting, there were two resignations, Danny Candler and Yvette Dunford. (Note: Yvette Dunford gave her resignation in writing and Danny Candler said he would get written confirmation to the Board in the morning). Voting continued after they left.

Kathy Carpenter will continue as secretary.

A motion was made by Randy Frame and seconded by Dominic Orlando to nominate Johnny Simmons as Treasurer. Motion was adopted with 5 Yeas, 0 Nays, 0 Abstains, 2 Resigned.

Unicoi Springs Camp Resort Board Officers are now as follows:

President: Jeff Nunnally
Vice President: Randy Frame
Secretary: Kathy Carpenter
Treasurer: Johnny Simmons
Director: Dominic Orlando

A Motion was made by Randy Frame and seconded by Johnny Simmons that we accept Yvette Dunford's resignation. The motion was adopted by 4 Yeas, 0 Nays, 1 Abstain, 2 Resigned.

A motion was made by Johnny Simmons and seconded by Dominic Orlando to adjourn the meeting. Motion was adopted with 5 Yeas, 0 Nays, 0 Abstain, 2 Resigned.

Meeting was adjourned at 8:55 p.m. by President, Jeff Nunnally.

A handwritten signature in blue ink that reads "Kathy Carpenter". The signature is fluid and cursive, with "Kathy" on the top line and "Carpenter" on the bottom line.