

## **SCTA REGULAR BOARD MEETING MINUTES**

**January 20, 2020**

The regular meeting of the Board of Directors of the Spruce Creek Trails Association was called to order at 9:15 AM on Wednesday January 20, 2020 by President Laurie LeRoy. The meeting was held at the LeRoy Residence. Present were Laurie LeRoy, Samantha Perry, April & Daniel Johnson, Becky Osmun, Lloyd Hayes, Linder Powell. Absent: Sue Bertch, Craig Fletcher.

### **ADMINISTRATION AND COMMITTEE REPORTS**

#### **Laurie LeRoy - Meeting Minutes from November 6, 2019 meeting**

Meeting minutes for the November 6, 2019 board meeting were sent out via e-mail by Sue Bertch to board members for review. Motion and second to accept meeting minutes were approved unanimously by the board (7/0). The minutes will be posted on the website.

#### **Laurie LeRoy - Membership Status**

The current membership lists was sent to board members with the agenda:

107 2019 memberships (158 names) FINAL

22 2020 memberships (31 names)

Note: We began accepting 2020 dues in October @ the Rescue Information Event.

#### **Treasurers Report**

Current balance: \$573.18

Bills paid: Pavilion Real Estate taxes = \$98.00, Trails Real Estate Taxes = \$10.00

TN annual not for profit business registration fee = \$20

Motion and second to accept the treasurers report were approved unanimously (7/0).

Linder also presented a draft of the 2019 P&L and a pie chart graph of expenses. In 2019, trail maintenance was 83% of all expenditures. Linder and Laurie will review to provide final version for approval and posting on our website.

#### **Confirmation of e-mail Votes for Minutes**

**11-13-2019: Approval Donation \$50 to Rescue Squad, and \$25 to Pig Preserve (large animal sled)**

8 YES votes: Becky, April, Daniel, Laurie, Sue, Linder, Samantha 1 did not vote: Lloyd

11-21-2019 Request to change Trail Use Policy to allow shock collar in place of leash.

8 NO votes: Becky, April, Daniel, Craig, Laurie, Sue, Linder, Samantha, Lloyd 1 did not vote: Craig

#### **Becky Osmun - Welcome committee**

Delivered 2 packets: Astrid White (new resident) and Lou Lattanzi (Pit Row Quality Quick Lube).

Committee doing visits after today's meeting. Becky, Karen and Darlene plan to visit 10 new residents.

Pit Row has provided savings coupons to add to the Welcome packages.

#### **Becky Osmun - Thank You Notes**

Sent Thank You note to Lou Lattanzi of Pit Row Quality Quick Lube for providing vouchers for our packets.

## **SCTA REGULAR BOARD MEETING MINUTES**

**January 20, 2020**

### **Sue Bertch - Web Site**

Approved up to \$100 for encryption software for the website domain. (Vote not required-less than \$200) Sue plans to re-organize the web site to make it easier to navigate when she returns from vacation in March.

### **Sue Bertch – Google Cloud Location**

Laurie will add the approved minutes to the cloud.

### **Sue Bertch - Trail Map Updates**

New color coded version is out on the website.

### **April Johnson – Correspondence E-Blasts**

April will send out the Rescue Information event handouts and do a membership reminder.

### **April Johnson - Face Book Page**

April will also put the Rescue Information event handouts on the Face Book page.

### **Daniel Johnson - Trail Maintenance Report**

Trail Maintenance Log dated December 2019 is out on the website. (attached) Discussed 2 items which need to be added: Rock for Wild Cat Den trail, and the possible reroute of the low section of the Evergreen Trail onto the Ferris property. Laurie will add these items to the Log. Also, Daniel will move Proctor Ridge Trail marker arrows from Monica Quarmby's trees, to the other side of the road.

### **OLD BUSINESS:**

**Evergreen/Kunkel Lease** - No word.

**Developer News: South Fork Properties/Allardt Land Co** - Clearing of several building lots continues with big equipment off of the extension of Spruce Creek Drive. Samantha monitors BSF Land and Sales Face Book page for information about activities which could affect trail riders. Allardt Land Co has marked 7 lots for sale on the West side of the Spruce Creek Drive extension. Laurie has been in touch with them, and will ask Gordon Martin to come to our next board meeting.

### **Procedures & Policies**

The group spend several hours reviewing in detail the draft policies for Administration and Meetings, Finance and Records, Communications, and Pavilion Usage. These policies were developed by reviewing all of our board meeting minutes, going back to the formation of the SCTA in 2003. These policies are not generally "new rules" for conducting the Association business, just consolidated into a policy format. The TN publication "What Every Board Member Should Know" strongly advises that important board resolutions be stated as policies so that they can be easily referenced and understood by new members as they join the board. (And so they don't have to read 17 years of meeting minutes.) Laurie will make the improvements suggested and redistribute them. We hope to approve them at the February board meeting. Once they are finalized, the policies will be put out on the website so that they are also available to our members.

## **SCTA REGULAR BOARD MEETING MINUTES**

**January 20, 2020**

**New Board Member kit** - final draft in progress

### **Rescue Squad Demonstration and Information Community Event: – November 6, 2019**

This event, along with the Proctor Ridge Partnership Work Day with the PARK in September, are two examples of our annual activities to comply with the 401 C requirements necessary to retain our tax exempt status by serving our broader equine community. And what a success it was! We had approximately 100 attendees, with representatives from the Highlands, Ridge Top, White Oak, Banner Springs, as well as Spruce Creek and the surrounding area. The presentations by the Fentress County Rescue Squad, Pig Preserve with their large animal sled, and the Air Medcare organization were very informative. Everyone enjoyed getting to see the various rescue vehicles, and demonstrations of their use. We ran out of handouts, and followed up after the meeting with a long list of those who wanted the information. SCTA provided Subway Sandwiches for lunch (\$395) – barely a crust of bread was left. There was an abundance of positive feedback and “thank yous” all afternoon. Our appreciation to our Board Members who helped put this together and donated food:

Desserts: Sue, April, Becky, Lloyd, along with members Nicole Matusa and Joyce Pickard

Cold Drinks/Chips: Laurie

Coffee: Sue

Hot Cider: Becky

Thank You Notes were sent by Laurie from the Association with donations to:

Capt. Joe McGrogan and his 6 Team members: Fentress County Rescue Squad (\$50)

The Pig Preserve with the large animal rescue sled which can be used for horses (\$25)

**Gas Well paperwork** – The Steadmans provided a copy of the well ownership, inspection, and other documents for the gas well on the pavilion lot. Laurie has filed it in the important papers binder.

**Phase 16 possible new trail:** Reviewed various maps and alternatives. Laurie will talk to the Helms and Norwoods. April and Daniel will look at routes/talk to those off Taft Story.

### **NEW BUSINESS:**

**2020 Calendar of Events:** The proposed 2020 calendar of events was reviewed and approved. (attached) The group agreed to go forward with a yard Sale Event for April 18<sup>th</sup>. April and Samantha will look into ordering Tee Shirts/Sweat Shirts as a fund raiser we could sell at the Yard Sale.

**2020 Membership Drive:** Laurie volunteered to write a membership drive letter. April will put a reminder out on the Face Book page. Becky volunteered to work with Laurie to send out letters to those who have not signed up by March.

Motion was made and seconded adjourn (7/0) at 12:40 pm.