

## **SCTA REGULAR BOARD MEETING MINUTES**

**July 1, 2020**

The regular meeting of the Board of Directors of the Spruce Creek Trails Association was called to order at 9:02 AM on Wednesday July 1, 2020 by President Laurie LeRoy. The meeting was held at the Community Pavilion. Present were Laurie LeRoy, Samantha Perry, April Johnson, Lloyd Hayes, Daniel Johnson and Cindy Stedman. Absent: Becky Osmun, Linder Powell, Sue Bertch. The required quorum of 6 board members was present to transact business.

### **SPECIAL GUESTS-FUNDRAISER**

The normal order of business was suspended: Member Sammy Kiely presented Tee Shirt prototypes for a potential fundraiser. The logo of 2 riders against a backdrop of mountains had been selected by e-mail review several weeks prior. The board members reviewed pricing, fabrics and styles available, and even tried them on for "form and fit". The Gildan fabric was chosen for all, with 2 colors offered: navy with gray logo/lettering or gray with navy logo/lettering. Styles discussed were Crew and V-neck Tee Shirts, Crew Neck Raglan (3/4 sleeve), and Long Sleeve Crew Neck with/without a pocket with pricing of \$25, \$30 and \$35. Laurie will look up costs, prices, profits for prior TEE shirt fundraisers and send to the board members for comparison. Pricing, styles, order forms to be finalized in the coming week via e-mail.

Plan discussed to use Facebook page and e-blast for pre-orders. Orders received before July 19 could be delivered at the Labor Day Yard Sale/Pot Luck – Sept 5<sup>th</sup> and 6<sup>th</sup>. Will also look at accepting payment via PayPal. The board may consider ordering shirts to have "in stock" to sell at Pot Lucks.

Our thanks to Sammy and Jim Kiely for their time and excellent presentation.

### **ADMINISTRATION AND COMMITTEE REPORTS:**

#### **Laurie for Sue Bertch - June Meeting Minutes**

The June minutes were emailed to board members prior to the meeting for review. Laurie, Sue, Linder, Samantha, Lloyd had approved via e-mail, with the addition of Cindy, April and Daniel at the meeting. A motion was made to accept the minutes. The motion was seconded and approved 8/0.

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

Memberships to date for 2020 = 162 w/ 236 names. Laurie emailed a copy of the membership list to the board members prior to the meeting. We continue to break records for memberships.

#### **Laurie (for Linder Powell) - Treasurer's Report**

**Current balance: \$7,918.45.** All outstanding bills have been paid.

#### **ALL-actions/votes transacted via e-mail to be recorded for the minutes**

Add Samantha Perry (VP) to the authorized signers for the bank account and remove Craig Fletcher.

7 YES - Cindy, Sue, Daniel, Laurie, Samantha, Lloyd, Linder 2 Did not Vote: April, Becky  
Approve request by Lori Rogers to use the pavilion for a Celebration of Life for member Rocky Rogers and \$100 donation from the SCTA towards food.

9 YES - Cindy, Sue, Daniel, Laurie, April, Becky, Samantha, Lloyd, Linder  
**Approve \$600 for 2 load of rock for upcoming workday** on July 8<sup>th</sup> (1 crusher run, 1 medium) ½ load of each to be dropped at Crockett Crest cul-de-sac and the other half load at the pavilion.

8 YES - Laurie, Sue, Linder, Samantha, Lloyd, Daniel, Cindy, April 1 Did Not Vote – Becky

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### Laurie LeRoy (for Becky Osmun) - Welcome Committee

Most activity is on hold due to Covid-19. Packets are being left in mailboxes, if possible. Cindy agreed to help with deliveries.

### Laurie LeRoy (for Becky Osmun) - Thank You Notes

All Thank you notes are up to date. No new donations received in June.

### April Johnson - Face Book Page

There are now 401 members on the page. There have been no problems concerning postings for several months.

### Laurie for Sue Bertch - Web Site

A banner has been added for the July 8<sup>th</sup> workday and the Event section has been updated for our planned Yard Sale and Labor Day Pot Luck/Music in September.

### Laurie for Sue Bertch - Trail Map

We will schedule a future meeting to review potential changes as a result of our trail review on June 8th. (See Trail Maintenance Report below)

### Daniel Johnson - Trail Report

**Trail Review – June 16<sup>th</sup> :** Daniel, Lloyd, Samantha, Cindy, Laurie, April, and Sue used ATV's to get to/ look at a number of trouble spots on the Pavilion Trail, Spruce Creek Trail, and Tee Pee Loop. We were able to assess needed materials for the July 8<sup>th</sup> work day which we were finally able to schedule. (Covid 19 restrictions limited gatherings to 10 or less-they have recently been changed to 50 or less.) A special thank you to Tracey Hatcher for taking some of the board members in her Razor.

We also looked at the trails owned by SCTA along Deer Haven and Spruce Creek Drive for future inclusion on our map. Some clearing is needed as well as confirmation of the actual 10 foot trail placement. We will need some additional information and review to finalize.

#### ***Trail Work Day set for July 8<sup>th</sup> at 8:30 AM.***

- 1** Daniel will lead a work group to extend a culvert and repair erosion on the Tee Pee Loop Trail that runs beside Crockett Creek Drive. Two loads of Rock already approved via e-mail. (See above)
- 2** Repairing steep erosion on the Pavilion Trail along Spruce Creek Dr. behind the Reynolds property was discussed at length. Samantha and Lloyd will ask the Reynolds for a staging area for materials and equipment. **A motion was made and seconded to approve \$600 for 2 additional loads of rock (1 rip rap, 1 crusher run) for this project. Approved unanimously by all 6 board members** in attendance. Lloyd will lead the work group for this project.
- 3** If we have enough volunteers, will begin treatment of affected Hemlock Trees on/along our trails for Wool Adelgid infestation. Laurie has requested/received a treatment kit from the TN Div. of Forestry and purchased the chemicals from the Coop. (\$113)

#### ***Wild Cat Den Trail/Montgomery Road - discussion with Wally Linder (caretaker for T. Sloan)***

Laurie and Wally discussed needed trimming of the foliage by the creek crossing. (added to the Maintenance Log) and the placement of "Leased for Hunting" signs along the trail as it crosses Montgomery Road. This will alert riders that they may encounter hunters in season. (Those leasing the land are aware of the horse trail.). Laurie will order the signs. Montgomery Road is not part of our land license agreement for the horse trail. Horses may use it, but should be aware that riders may encounter ATV's, vehicles or hunters.

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**UPCOMING EVENTS:** We are monitoring state guidance for activities

**September 5<sup>th</sup> Yard Sale**

**September 6<sup>th</sup> Labor Day Potluck, music, annual members meeting.**

**OLD BUSINESS: (DELAYED TO NEXT MEETING)**

No important issues/updates.

**NEW BUSINESS:**

### **Cindy – Security Light**

Cindy reported that the security light for the pavilion has been replaced by Volunteer Electric. The new light is LED, is correctly focused on the property and stays on all night.

### **ALL- Donation Dave Duchon**

**All 6 board members present voted to approve a \$100 donation** to the Knights of Columbus in honor of long time member Dave Duchon. In addition to helping on many work days, Dave made all of the wood signage for our trails and the pavilion. Our condolences to Rose and the Duchon family.

### **ALL-Becky Osmun resignation**

Due to personal reasons, Becky has resigned from the board. We will definitely miss her enthusiasm, hard work and contributions as chair of the welcoming committee. She also wrote thank you notes to all those who gave donations for the past year.

### **ALL –Pavilion Insurance**

We received an insurance rider from South East Pack Trips. (We have also received riders from True West and Saddle Valley Campgrounds.) Although not required, we appreciate their willingness to include us in their coverage.

The group discussed investigating a “home owners” type insurance for the pavilion as replacing it would probably be in the range of \$30,000. Several board members offered to request quotes from their insurance companies.

### **ALL-pavilion Pest Control**

The group agreed that the pavilion should be treated for insects and a termite inspection performed.

**A motion was made and seconded to allocate up to \$200 for pest control treatment.** The motion was approved unanimously by those present. Laurie will contact Universal Pest Control.

### **Laurie-Budget 2020**

The state of TN strongly suggests that an annual budget be prepared for non-profit organizations. (2017 TN publication-What Every Board Member Should Know) Although the SCTA does prepare/publish an annual P&L, we have not had a formal budget process. Laurie prepared a draft 2020 budget based on the last 5 years of actual income/expenses and distributed via e-mail. The budget was discussed, a few modifications made, and it was approved by unanimous vote of those present. (Copy attached) Laurie will ask Linder to run a mid-year P & L report to compare to the budget for review at the next meeting.

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### **Laurie-Annual Policy Review**

The TN not for profit requirements also include an annual policy review. The group agreed that since we have recently worked on all of our policies, the board members should look at them on our website and bring any suggested changes to the next meeting.

### **April – BSF grants for trail work**

April reported that the AERC and SERC endurance organizations have trail grants that can be used to improve trails at the BSF. She requested that SCTA help with additional funding for the trail work. It was agreed that SCTA would be willing to help as part of our mission to partner with the park. April will liaise.

### **Samantha-possible new Phase 16 J & R trail**

Since this project has been tabled for future consideration, the board agreed to put the request for a survey on hold. Daniel will let them know. We will also ask for a final invoice from Mr. Potter, the lawyer who prepared the agreements.

### **Laurie-Discussion with Ridge Top Trail Association**

Laurie had a phone discussion with the RTTA new president, Alice Ward. She indicated they would like to again participate in a joint BSF workday in September. We will stay in touch to coordinate. The RTTA also tries to stay in sync with the rules of the BSFNRRRA, including requiring that dogs be on a leash. Like us, they a volunteer, not for profit organization. Another take away was their idea to put the trail use policy on the back of the trail map. We will do this as well.

Motion was made and seconded to adjourn at 11:10 am.