

SCTA BOARD MEETING MINUTES

July 18, 2023

Due to severe thunderstorms in the area throughout the afternoon, communication among multiple board members determined that the meeting should be moved from the pavilion location. (All but Jim and Robin were contacted prior to 4:00PM) Eight of the board members agreed that the meeting should be relocated.* (Jim Kiely could not be reached: sent e-mails and left msg. on answering machine.) The two committee chairs scheduled to present at the meeting were contacted to notify them that the meeting would be held at the residence of Samantha Perry.

The regular meeting of the SCTA was called to order at 6:14 pm on July, 18, 2023 by President Samantha Perry. Board members present (8): Samantha Perry, Cindy Stedman, Karen Wappelhorst, Laurie LeRoy, Daniel Johnson, Robin Vose, Terry Stedman, Monica Quarmby. Absent: Jim Kiely.

Guests: Theresa Reynolds (Chair: Trail Maintenance Committee)

*Approved deviation from the SCTA's Administration and Meetings policy.

ADMINISTRATION AND COMMITTEE REPORTS:

June 2023 Meeting Minutes

The June 20, 2023 minutes were emailed to board members prior to the meeting for review. A motion was made to accept the minutes. The motion was seconded and approved. (8-Yes, Jim absent, did not vote)

Laurie - MEMBERSHIP REPORT

As of July 10, 2023: 320 members of which 133 are New memberships. Two requests for membership lists were fulfilled on 6-24-2023.

KAREN - TREASURER REPORT

Bank Account Balance = \$27,188.73 (as of 6/30/2023 statement)

INCOME: \$400.00

Memberships: \$300.00

Donations (Unrestricted) \$100

EXPENSES: \$1,012.48

Utilities: \$72.37

PayPal Fees: \$2.24

Office Supplies : \$189.81

Trails expense (legal fees): \$336.00

Trails expense (materials): \$412.06

\$25 Gift Certificates remaining = 4

Unanimous Vote to accept Treasurer Report

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MONICA - (FOR KATHY BROWN) - WELCOME COMMITTEE

Kathy texted that she was not able to attend. Monica has been working with Kathy to review content for Welcome Packages. They decided that creating lists for products and services such as sources for hay, feed, contractors, clearing, and other businesses has risks that the committee did not want to deal with: trying to include all vendors, keeping the list current, and poor service or products could reflect on the Assoc., etc. They will provide several social media sites which would be helpful. They will supply emergency contact information and some materials from the Chamber of Commerce. Laurie will provide the new property "sales" for April-July from the Tax Database and Samantha updated the Emergency List for them. Laurie will send the SCTA logo to Monica for their use. They hope to have a sample package out for the board to review in the next few days. **The board approved \$200 for the Welcoming Committee** to purchase paper, ink, and supplies. (8-YES, Jim absent-did not vote)

LAURIE – MAPS AND TRAILS COMMITTEE

The committee did not meet in June. The next meeting is scheduled for July 24th. The new piece of trail connecting Trail Head Lane to our Spruce Creek Trail is almost complete. Laurie, Monica and April will add a needed section of electric fence. The opening is planned for Saturday, July 29th at 10:00am. We have asked Leslie Helm to be the first rider. This ¼ mile of new trail will eliminate approximately ½ mile of 297 road riding to access the BSF Cumberland Valley Trail Head.

Laurie will finalize the Project Plan for publication on our website.

The total expenses are \$818 to date

\$142 legal (\$125) and filing fees (\$17) for Land License Agreement

\$77 fence posts

\$164 fence insulators/materials (\$109 + 27 +28)

\$100 gas and oil for DR Trimmer (approved 7-18-2023)

\$335 culvert (\$500 approved 6/12/2023)

\$818 TOTAL

The committee requested and the **Board approved \$100 reimbursement to Daniel Johnson** for gas and oil used for the DR Trimmer. (8-YES, Jim absent, did not vote)

THERESA REYNOLDS – MEMBER VOLUNTEER TRAIL WORK COMMITTEE

1. Theresa met with Sue Bertch and April Johnson to review their recommendations for a revised trail map. The number of trail names has been reduced from 9 to 5, a new, brighter color scheme developed, along with new icons for Trail Heads. The latest version will be reviewed by the Maps and Trails committee for final recommendation to the Board. When the new map is approved, the committee plans to install new trail "arrow signs" with the new color scheme. The new "arrow signs" will also include the name of the trail and locator number. These improvements should help those who are reporting maintenance or emergency situations.

2. Theresa presented a number of options for the purchase of hand tools to be kept at the pavilion and made available for workdays. **The Board approved the expenditure of \$250** for the tools, including an extension hand saw, 2 sets of loppers and a tree pruner. (8-YES, Jim absent, did not vote) The tools will be labeled with the SCTA stencil and we have a locked tool

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box at the pavilion for storage. Terry took the list and will purchase the tools. The Board tabled the request for a Weed Wacker as maintenance/storage could be an issue. Can be considered at a future time. NOTE: Purchased items will need to be added to the Assets List.

3. The next workday will be July 20th. **The Board approved \$350 for an additional load of rock** for the Willie Lee trail behind the Reynolds property. Ten volunteers have signed up to work.

4. Wally Linder (retired Superintendent of Trails for BSF) will be meeting with the Committee on Thursday, July 21st to look at some of our more difficult repairs. They hope to look at the area on the Pavilion Trail beside Elke's property, Wild Cat Den, the Willie Lee trail currently being worked on behind the Reynolds property, and several sections of Spruce Creek Trail from Indian Rock to the Cumberland Valley Trail Head.

5. The committee will present a plan for September dates and work projects at the next Board Meeting.

OLD BUSINESS:

SAMANTHA-ADOPT-A-TRAIL WITH BSF FOR PROCTOR RIDGE: JOINT PROJECT

The Park is still working on revising the joint project manual. Waiting for word from Effie Houston.

LAURIE-TRANSITION OF SECRETARIAL DUTIES/RECORDS

Jim has delivered the 2023 completed application forms, and membership lists. Transition is complete.

NEW BUSINESS:

CONFIRMATION OF E-MAIL VOTES FOR MINUTES

6/29/2023 Board approved proposal to form a By-Laws Committee. Details/discussion to follow in this July Board meeting. (6-YES, Jim, Daniel, Robin did not vote)

7/1/2023 Board **approved \$3,000 to secure attorney** to consult on current issues/interpretations/questions and assist with future proposed changes to by-laws. (9-YES, unanimous)

7/3/2023 Board approved amendment to current by-laws for the special meeting requirement. The minimum percentage required to request a membership meeting was raised from 10% to 30% of the membership. The amendment was posted on our website. (9-YES, unanimous)

7/13/2023 Board **approved \$350 for a load of rock** to be used on the Willie Lee Trail. (7-YES, Jim and Robin did not vote)

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SAMANTHA-ADOPT A HIGHWAY FOR 297

Samantha confirmed that the stretch of 297 from lot #1 to past Trail Head Lane was available for adoption. The guidelines are to pick up trash and report problems 4 times per year. An on-line form is to be completed after a work day. This activity should satisfy our 501 C 4 obligation for community service. The highway department will provide the “This highway adopted by...” signs after the first on-line report. We will ask the campgrounds to assist when a work day is scheduled. The Board voted to proceed and notify the highway department that we will Adopt this section of 297. (YES-8, Jim absent, did not vote)

YARD SALE

There have been several inquiries and requests for the SCTA to again host a yard sale. The date of September 23rd was chosen. We will need to appoint a chairman. Based on prior years’ experience, it was decided to shorten the hours to 8-noon and not deal with lunch. The announcement will include:

\$15 for a table under the pavilion

\$10 for yard space at the pavilion (10’ X 10’)

\$10 for listing on the community map handout

20TH ANNIVERSARY OF THE SCTA

To celebrate the 20th anniversary of the Association, the Board voted to provide a hot dog type cookout for the Labor Day Potluck. We have a grill but will need to find a “cook” and determine the approval for food purchase at the August meeting.

BY-LAWS COMMITTEE

After lengthy discussion, the consensus was that the committee should consist of 2 board members (Laurie LeRoy and Karen Wappelhorst were appointed), plus 2-4 additional member volunteers. The review will include other intersecting documents such as the Charter, Mission Statement, By-Laws, 501 C 4 compliance and TN Not for Profit Laws and regulations. After the committee is formed and becomes familiar with the foundation documents, we will solicit suggestions from the membership. The responsibilities of the committee will be to review/investigate plausible changes and present recommendations to the Board. Committee members chosen will need to commit the time and attention to detail required to be an effective contributor. We will ask for volunteers in the Mid-Year Membership letter.

SIGNS

Jay Light and Rick Chapman have been working hard refinishing the existing SCTA wooden trail signs originally done by Dave Duchon. There were many compliments for the addition of “SCTA” to the posts! The board is certainly grateful for their time and effort. Some of the trails have never had trail signs (Pavilion Trail, Willie Lee Trail) and others may change if the new trail map is implemented. The board agreed that the Maps and Trails committee will be responsible for creating a list of any new wooden signs needed and working to get them created.

The question arose as to who owns the property and wooden signs at the intersection of Spruce Creek Dr. and Evergreen. Laurie indicated that the signs are part of the pre-SCTA

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signage supplied by Ricky Rains, as are the set of signs across from the pavilion. Cindy Stedman volunteered to find out who owns the property at the intersection.

LAURIE-MID-YEAR MEMBER NEWSLETTER

The Board discussed sending a mid-year newsletter to the membership as has been done in prior years. Items suggested included election results, opening of the new trail off Trail Head Lane, the opening of an ER in Jamestown, the Yard Sale and Labor Day cook out announcements and requesting volunteers for the by-laws committee. Laurie LeRoy will prepare a draft and send it to the Board members for approval.

THANK YOU NOTES

Sending Thank You Notes to those who have given donations is still an open item. Monica will look at stationary apps. Karen can produce a list from the Quick Books software and we have the addresses on the membership list.

POLICIES REVIEW

The group decided to delay the annual review of the SCTA policies until the August board Meeting.

The meeting was adjourned at 8:48 pm.