

SCTA SPECIAL BOARD MEETING MINUTES

February 23, 2024

A special organizational meeting of the SCTA Board was called to order at 6:12 pm on February 23, 2023, by President Samantha Perry. Board members present (8): Samantha Perry, Cindy Stedman, Karen Wappelhorst, Laurie LeRoy, Daniel Johnson, Terry Stedman, Monica Quarmby, Marilyn Spoon. Absent: Robin Vose The meeting was held at Laurie LeRoy's home.

(1) Guest: Jay Light: Trail Sign Project

This special meeting was called to review year-end reports and to determine activity dates for 2024. Regular committee and other reports will resume at the Board meeting currently scheduled for April 10th.

ADMINISTRATION AND COMMITTEE REPORTS:

Meeting Minutes Approval

The meeting minutes for a special Board Meeting held December 7, 2023, were approved. (9)-YES Unanimous The minutes will be forwarded to be posted on our website.

KAREN - TREASURER REPORTS for December 2023

Bank Account Balance = \$11,655.25 (as of 12/31/2023 statement)

INCOME: \$600.00

Membership 2024 \$400

Membership 2024-commercial: \$75

Donation Trails: \$100

Donation: \$25

TOTAL EXPENSES: \$738.03

Utilities: \$65.17

Legal Fees: \$65.00

PayPal Fees: \$7.86

Trails: Gravel: \$600.00

DONATIONS: UNRESTRICTED

Buck Run Campground: \$25

DONATIONS: RESTRICTED-Trails

Daniel and April Johnson: \$100

\$25 Gift Certificates remaining = 4

KAREN - TREASURER REPORTS for January 2024

Bank Account Balance = \$13,137.11 (as of 1/31/2024 statement)

INCOME: \$700.00

Membership 2024 \$1,150

Donation Trails: \$350.00

Donation-Unrestricted: \$60

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TOTAL EXPENSES: \$78.14

Utilities: \$60.46

PayPal Fees: \$4.48

Postage: \$13.20

DONATIONS: UNRESTRICTED

Mike and Jackie Hicks \$50

Liz Arbogast \$10

DONATIONS: RESTRICTED-Trails:

Richard and Judy Ledford \$100

Pat Bridges \$50

DONATIONS: RESTRICTED-Saddle Valley Project

Dan and Pam Weston \$200

\$25 Gift Certificates remaining = 4

KAREN – YEAR END 2023 Financial Review and 2024 Budget planning

2023-The group reviewed the 2023 P & L, as well as the detailed breakdown of \$15,092 in trail expenses, which reflects the tremendous amount of work done in 2023. This is the highest amount spent in one year on trail maintenance. Overall expenses were \$1,000 over budget @ \$22,360. Overall income was over budget by \$7,000 due to unusually high membership dues. A few minor category and clarification changes were suggested. Karen will submit the final version for approval via e-mail and posting to our website. Per our by-laws, the P & L must be posted by March 30th.

2024-The Proposed 2024 Budget (with comparisons to 2021, 2022, and 2023 actuals) was reviewed. The budget for legal expenses was increased by \$1,000 in anticipation of possible by-law change legal consultations. The overall expenses for the year are projected at \$20,450. Karen will update and submit for e-mail approval and upload to our website.

SAMANTHA-2024 Calendar

The Board determined that the time for board meetings will remain at 6:00pm. The first regular board meeting was scheduled for April 10th at the pavilion – weather permitting. Additional board meeting dates for the year were discussed and will be confirmed with the Board members. Other activities scheduled:

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|------|------------------------|---|
| SAT. | April 27 th | Potluck-Welcome new residents |
| SUN. | May 26 th | Memorial Day/Membership Meeting/Board Elections/Potluck |
| SAT. | June 1 st | National Park Volunteer Day (Partner Project with BSF) |
| SAT. | July 6 th | 4 th of July Celebration/Potluck |
| SUN. | Sept. 1 st | Labor Day Celebration/Potluck |
| SUN. | Oct. 13 th | Columbus Day Celebration/Potluck |
| SAT. | Dec. 14 th | Christmas Parade w/rain date of Dec. 15 th |

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An Adopt-A-Highway neighborhood Clean-up was discussed for a potential Saturday, April 6th workday. Other items considered for later in the year: Yard Sale, Bingo nights.

Samantha will follow up with TDOT about the next steps for the Adopt-A-Highway program and contact the Park concerning the Volunteer Day. Cindy will look at music options for the 4 holiday weekends. Laurie will prepare a beginning of the year-member Newsletter for board review.

BY-LAW CHANGE-annual membership meeting:

Discussion was held concerning holding Potlucks and activities on the Sunday of the major holiday weekends to avoid conflict with other area activities. A by-law change was proposed and approved for the annual membership meeting/board elections from “the Saturday before Memorial Day” to “Memorial Day Weekend”. This year’s meeting/election to be held on Sunday, May 26th. (8) YES, (1) Robin did not vote. This amendment will be uploaded to the website.

JAY LIGHT/LAURIE: SIGN PROJECT:

Since the summer, Jay Light and Rick Chapman have been refurbishing/replacing the SCTA brown/wooden directional trail signs. These signs were created by member, Dave Duchon, about 10 years ago. Many have deteriorated, and some must be replaced as trails have been renamed/ expanded/relocated. Jay and Rick have provided all of the labor and most of the materials for this project at no cost to the SCTA. The SCTA contribution has been minimal @ \$266 for paint (\$79), lumber/posts (\$142), and router bits (\$45). The project is about 50% complete. Laurie led a review of a map indicating the progress to date: placement of posts in 17 locations, with 50+ signs. The Board has received many compliments which were passed on to Jay and Rick.

We are ready for the 2nd phase of the project which includes more posts and approximately 50 more trail name/directional signs, as well as 2 large Kiosk type signs for the pavilion and the area where Spruce Creek Dr. and Evergreen Lane split. **The Board approved \$1,500** for the continuation of this project. (\$25/sign, plus \$500 materials). (8) YES, (1) Robin did not vote. When this work is complete, we will look at refurbishing the “YOU ARE HERE” kiosks.

CONFIRMATION OF E-MAIL VOTES FROM: December 7, 2023 through February 26, 2023

12/21/2023 Approve upload of November and December Trail Maintenance Logs. (6) YES Cindy, Samantha, Marilyn, Karen, Monica, Laurie (3) Did not vote: Terry, Daniel, Robin. These logs will be uploaded to the website.

12/29/2023 Approve change to the Conflict-of-Interest Policy to include annual signing of a Conflict-of-Interest Form by all Board members. (9) YES, Unanimous This policy change will be uploaded to the website.

12/29/2023 Approve “Grace Period” Amendment to the by-laws to extend the expiration date to March 30th for all members to submit their dues/maintain their membership rights. (9) YES, Unanimous This amendment will be uploaded to the website.

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12/29/2023 Approve by-law Amendment to implement a cutoff date of April 15th for membership dues to be eligible to vote in the May Board elections. (9) YES, Unanimous
This amendment will be uploaded to the website.

1/2/2024 Approval \$2,000 (1/2 of \$4,000 Estimate) for replacement of 2 horse crossings on Spruce Creek Dr. by the Pavilion. Work to be done by the Fentress County Highway Dept. We agreed to reimburse for ½ the cost. (9) YES Unanimous

2/9/2024 Approval \$205 in supplies/stamps and the content for the mail out cover letter/ ballot to Class C & D members on behalf of the by-law committee. This vote will determine if these 86 members are FOR or AGAINST removal of their right to vote for Board members. (7) YES Laurie, Monica, Karen, Marilyn, Terry, Daniel, Robin (2) NO Samantha, Cindy

The meeting was adjourned at 9:17pm. Minutes submitted by Laurie LeRoy