

## **SCTA BOARD MEETING MINUTES**

### **AUGUST 12, 2024**

A meeting of the SCTA Board was called to order at 6:04 pm on August 12, 2024 by President Laurie LeRoy. Board members present (8): Samantha Perry, Terry Stedman, April Johnson, Daniel Johnson, Marilyn Spoon, Cindy Stedman, Karen Wappelhorst and Laurie LeRoy. Absent (1): Monica Quarmby. The meeting was held at the SCTA pavilion. Guests: Sue Bertch and Rob & Gail Hoffmann.

#### **ADMINISTRATION REPORTS:**

**MEETING MINUTES** – Marilyn Spoon provided the July 15, 2024 meeting minutes which were approved by Samantha Perry, Terry Stedman, Daniel Johnson, Marilyn Spoon, Cindy Stedman, Karen Wappelhorst, Laurie LeRoy and Monica Quarmby (by email). April Johnson abstained. Minutes will be forwarded to Sue Bertch for posting to the SCTA website.

**TREASURER'S REPORTS** – Karen Wappelhorst provided the treasurer's report as of July 31, 2024. She reported an account balance of \$16,466.82 as a result of activities:

Income \$150 (Memberships \$150)

Expenses \$1,144.92 (Utilities \$87.42 / Welcome Committee Supplies \$44.95 / Charter Amendment Filing Fee \$14 / Potluck Music \$250 / Membership Drive Expenses \$6 / Printer Ink \$128.12 / P.O. Box Rental \$64 / Postage \$13.60 / Chamber of Commerce Membership \$55 / Quicken Software Renewal \$52.43 / Trails "Rules" Signs \$333.56 / Trails Sign Paint \$95.84)

Four gift certificates remain. Treasurer's report will be forwarded to Sue Bertch for posting to the SCTA website.

Terry Stedman stated Adam Miller will be sending us an invoice for the delivery of rock which was previously approved by the board.

**MEMBERSHIP REPORT** – Marilyn Spoon provided the membership report. Memberships stand at 159 with three (3) memberships being added in the past month. Karen Wappelhorst advised we have received one (1) additional membership application which is to be added to the membership list.

April Johnson inquired whether new residents automatically receive a complimentary SCTA membership. Karen Wappelhorst stated if the new resident marks the "complimentary" box on the membership application, they receive that. However, if the new resident marks the "new" box on the application, then we accept their membership dues and note them as a "new" member.

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### **COMMITTEE REPORTS:**

**MAPS AND TRAILS COMMITTEE** – (Members: Samantha Perry, April Johnson, Cindy Stedman, Karen Wappelhorst, Monica Quarmby, Laurie LeRoy and Sue Bertch). It was noted the property deed for the sale of property by Joyce Cowgur to Susan Coker contains an error as it identified the SCTA-owned trail adjoining the property as an “easement.” This needs to be revised to show that SCTA owns the property and can be accomplished by a deed of correction. Laurie LeRoy is to contact Joyce Cowgur and the attorney to discuss changes.

Laurie LeRoy stated the Mark Vecio confirmed that he will be modifying the retaining wall at his driveway entrance to restore the 10’ trail that is owned by SCTA in front of 421 Spruce Creek Drive.

Terry Stedman reported Deb Shanks/Ray Years have inquired about moving the location of the SCTA trail in front of 395 Spruce Creek Drive to allow for repositioning of the fence and/or parking space in front of their residence. It was suggested that Shanks/Years might need to obtain a survey of their property to determine the exact location of their boundary with SCTA as SCTA would not detour off the deeded 10’ strip. Laurie LeRoy volunteered to visit with the Shanks/Years to discuss the next time they are in town.

Cindy Stedman reported that the recent paving on Evergreen Lane has partially covered the trail that was installed at Ryan Reed’s instruction. Cindy stated this does not appear to be an immediate issue, and will be discussed during the next maps & trails committee meeting. We will need Ryan Reed’s approval to move the trail slightly in the future.

Cindy Stedman advised she will schedule the next maps & trails committee meeting at a later date and will notify all committee members.

Terry Stedman reported scheduled SCTA workdays have been suspended until the weather cools off. The next schedule workday will be September 10, 2024 at 5:00 pm.

Cindy Stedman confirmed she submitted the updated trail maintenance log to be added to the SCTA website.

**WELCOME COMMITTEE** – (Members: Monica Quarmby & Kathy Brown). Kathy Brown was unable to attend this meeting. She asked Laurie LeRoy to report on her behalf that the SCTA membership application and emergency contact sheet have been added to the membership packet. Kathy (via Laurie) reported she is up to date on delivery of all new welcome packets.

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### **SOCIAL MEDIA REPORTS:**

**WEBSITE** – The website will be updated to reflect the next meeting date. Sue Bertch commented that a new link has been added to house the treasurer's reports.

**FACEBOOK** – April Johnson stated the Facebook account has been quiet. It was agreed that all Facebook announcements on the Official SCTA Facebook page will be made by the SCTA board.

**CLOUD** – April Johnson reports that the cloud storage has been cleaned up and stated all documents should be revised to make SCTA the "owner" of all documents in the cloud. Laurie reports she is still having trouble viewing the documents in the cloud. Marilyn Spoon requested access to the cloud storage location for uploading SCTA documents.

### **OLD BUSINESS:**

Laurie LeRoy reported the charter change has been completed and she will forward that to Sue Bertch to be added to the website.

Laurie LeRoy stated there are 12 sign posts and 30 signs which are ready to be installed, including signage on Trailhead Lane at the Helm property. Inquiry was made about installing directional signs at the intersections of Trailhead Lane and Hwy. 297 as well as Taft Story Road and Indian Rock Road (down to the creek) with no resolution on those points. Laurie confirmed she and Jay Light will start inventorying the current map kiosks to determine which need to be updated with the new maps and which (if any) need to be removed or relocated. Cindy Stedman suggested a kiosk be added to the trail next to the pavilion.

Samantha Perry has followed up again with her contact at the State of Tennessee regarding the Adopt-A-Highway sign for Hwy. 297 but has still not received any response. She will follow up again. The next highway cleanup date has been scheduled for September 28, 2024 at 9:00 am – meet at the pavilion with ATVs, gloves and grabbers.

Laurie LeRoy confirmed the policy reviews are complete and have been posted to the SCTA website.

Laurie LeRoy provided handouts for some of the remaining suggestions made by the By-Laws Committed. She requested all board members review the documents in preparation for a future meeting to take action on the suggestions.

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### **AUGUST 12, 2024**

#### **NEW BUSINESS:**

A motion was made by Cindy Steadman to purchase 6 trash grabbers at a maximum cost of \$100 which would be used for roadway cleanup. The motioned was seconded by Laurie LeRoy. Approved by (8): Samantha Perry, Terry Stedman, April Johnson, Daniel Johnson, Marilyn Spoon, Cindy Stedman, Karen Wappelhorst and Laurie LeRoy. Did Not Vote (1): Monica Quarmby.

Laurie LeRoy suggested we continue posting "Did You Know" to the SCTA Facebook page. Topics to include emergency contact information and historical finances of the SCTA. Sue Bertch requested information also be sent by Eblast as not all SCTA members have access to Facebook.

Laurie LeRoy presented an addition to the membership application concerning the trail use policy discussed at the last meeting. The policy is located on the SCTA website and on the back of the SCTA produced maps. Karen Wappelhorst will finalize and add to the application.

Laurie LeRoy stated she visited the bank to update the signatures on the SCTA checking account. She provided the bank with the required documents and stated Samantha Perry and Karen Wappelhorst needed to go to the bank to sign the signature card. Authorized signers on the account will be Laurie LeRoy, Samantha Perry and Karen Wappelhorst.

Laurie LeRoy advised the next SCTA potluck is scheduled for Sunday, September 1, 2024 and Jeff Crouch has confirmed he will provide music for that event.

Laurie LeRoy reported a recent issue of the Back Country Horsemen of the Big South Fork newsletter mentioned the possibility of BCHBSF partnering with the BSF, SCTA and RTTA to assist in a project to improve Hicks Ridge/the muddy mile. Laurie offered to contact the Park and Steve Corley to explore the possibility and obtain additional information.

Laurie LeRoy reported that an inquiry was made via the Official SCTA Facebook page regarding dates for the community yard sale. Most responders indicated October 5 was the preferred date.

Laurie LeRoy inquired whether SCTA could host a fund raising event this year. Suggestions included a ticket raffle and/or a scavenger hunt. Marilyn Spoon to provide details for a scavenger hunt. Laurie LeRoy suggested a cookout after the fundraising event with hot dogs/bratwurst.

Samantha Perry stated Pony Express (the feed delivery company) expressed an interest in setting up a booth at this year's yard sale.

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A motion was made by Terry Stedman to purchase 6 x 6 waterbars to replenish the dwindling inventory at a maximum cost of \$200. The motion was seconded by Cindy Stedman. Approved by (8): Samantha Perry, Terry Stedman, April Johnson, Daniel Johnson, Marilyn Spoon, Cindy Stedman, Karen Wappelhorst and Laurie LeRoy. Did Not Vote (1): Monica Quarmby.

A motion was made by Terry Stedman to purchase #4 rock to replenish the dwindling inventory at a maximum cost of \$350. The motion was seconded by Cindy Stedman. Approved by (8): Samantha Perry, Terry Stedman, April Johnson, Daniel Johnson, Marilyn Spoon, Cindy Stedman, Karen Wappelhorst and Laurie LeRoy. Did Not Vote (1): Monica Quarmby

Daniel Johnson reported new pads are needed for the AED at the pavilion. It was agreed that he could purchase the pads without need of board approval if cost is less than \$200. If the cost is greater than \$200, he will submit a request for approval by email to the board.

April Johnson inquired about the sale of SCTA t-shirts. She stated people have inquired about purchasing one. It was agreed we would review this in the coming months so we could perhaps include a t-shirt order form with the 2025 membership applications and potentially sell them at the first potluck in 2025.

### **CONFIRMATION OF E-MAIL VOTES FROM JULY 15, 2024 TO AUGUST 12, 2024:**

July 22, 2024 – Cindy Stedman requested approval of the updated trail log to be posted to the SCTA website. Approved by (8): Cindy Stedman, Terry Stedman, Samantha Perry, April Johnson, Karen Wappelhorst, Marilyn Spoon Monica Quarmby, Laurie LeRoy. Did Not Vote (1) Daniel Johnson.

August 4, 2024 – Laurie LeRoy requested approval of posting the recent charter changes to the SCTA website. Approved by (6): Laurie LeRoy, Samantha Perry, Marilyn Spoon, Cindy Stedman, Terry Stedman, Karen Wappelhorst. Did Not Vote (2): Daniel Johnson, Monica Quarmby. Abstained (1): April Johnson

The meeting was adjourned at 7:40 pm. Minutes submitted by Marilyn Spoon.