

SCTA REGULAR BOARD MEETING

MARCH 14, 2018

MINUTES

The regular meeting of the Board of Directors of the Spruce Creek Trail Association was called to order at 10:15 am on Wednesday March 14, 2018 by President Bob Hawkins. The meeting was held at the community Pavilion. Present were Bob Hawkins, Craig Fletcher, Karen Forseth, Brenda Goett, Lorraine Coriaggio, and Sue Bertch.

Opening Comments -Bob Hawkins

Bob opened the meeting by addressing the ongoing tension in the community being fueled by some individual members, board members, business members and social media sites, directly impacting the spirit of community cohesiveness. He asked for everyone concerned to put aside any personal issues and come together as a community. He asked for everyone to support the good faith effort and plans to fix and maintain the trails in our community, proposed by this board to start shortly. He further reiterated that the board will not allow anyone to try to manipulate or hide behind "the board" and any attempt to further personal agendas will be brought out into the open in the spirit of transparency. The board will take a vote during new business to document INDIVIDUAL board members votes being for or against, instead of just showing the TOTAL votes for or against, in the SCTA Minutes Record. This will ensure the community will know how each individual board member voted for a proposal, and their action can be held accountable to the membership. He hopes the community understands that the focus of this board is to fix/maintain the safety of our trail system. Many hours of planning and leg work has gone into setting up the coming spring/summer/fall work days, with extensive work to be done on Evergreen Trail and Wildcat Den trails, starting later this month as weather permits.

Minutes of Wednesday February 7, 2018 Meeting- Lorraine Coriaggio

The Minutes of the February 7, 2018 meeting were read aloud. No changes or corrections to the Minutes were proposed. A motion was made to approve the February meeting Minutes as presented. The motion to approve was seconded and minutes were approved by unanimous voice vote.

Special Board Meeting Wednesday March 7, 2018 – Bob Hawkins

A special meeting was held Wednesday March 7, 2018 at the Coriaggio residence for the purpose to accept the resignations offered via email by Jan Ballinger and Jan Freed from the SCTA board. The Board thanks Jan B. and Jan F. for their service on the Board and appreciates all the time and effort, throughout their tenure, which they devoted to trail maintenance and projects designed to better our community. A motion was made to accept the resignations, seconded and approved by voice vote unanimous (Craig, Bob, Lorraine, Brenda, Karen, Sue). Meeting was then promptly adjourned.

Treasurer's Report- Brenda Goett

Brenda reports our account balance is \$13,127.96 In addition, reports 12 people have given over and above the required annual membership dues. At this time last year, the total paid memberships = 77. At the end of last year, the total paid memberships = 142. As of today, the paid membership total = 135. This is a great start to a hopefully successful coming year. Accepted by unanimous voice vote.

Trail Report- Craig Fletcher

Report on Wild Cat Den- The repaired stepdown area engineered of gravel materials encased by hemlock beams was washed over 5-6 feet at the bottom step/platform leading into the water. This was due to the force of the creek rising and traveling downstream from heavy continued rain. This caused a good amount of the gravel to be swept out which will now be replaced by large interlocking type of blocks that should withstand that type of punishment and hold to where the platform/step will remain intact when this happens again.

Report on Evergreen Trail- The plan is to start the Evergreen re-route as soon as the survey is completed and contract signed. Bob Hawkins contacted the surveyor who states they are approximately 2 weeks out and will schedule sometime around then. Bob will keep checking with them to try and get a firm date for survey. In the meantime, one of the first work days will be on Evergreen cleaning up the debris on the trail and cleaning out waterbars, picking up large rip-rap size rock off trail. No cutting down of trees on reroute allowed/done until survey is completed and contract signed by owners.

Craig Fletcher explained that after many trail evaluations and re-evaluations to determine problem areas, safety issues, and to determine the order in which these problems rank in importance, he designed a trail map outlining and identifying the researched and planned proposed fixes with materials and man hours needed for completion. This includes the Evergreen and Wildcat projects in phases, as well as an idea for a bridge structure to span a large and extensive muddy area on the Cumberland trail. The Cumberland Trail Bridge project

is still in the information gathering phase and will probably need a fundraiser for monies needed to complete this project. This will be discussed as we gather additional information at a later date after the work on Evergreen and Wildcat are nearing completion. Also, Geocloth and Block will need to be purchased for upcoming work days.

At this time a motion to accept the trail report was made and seconded and accepted by unanimous voice vote.

Board Positions Open and Positions to be filled- Bob Hawkins

There are currently 3 board positions vacant. The seat previously held by Jan Freed is up for reelection in May 2018, so this seat will remain unfilled until the scheduled May 2018 election. The seats previously held by Melissa Wolf (2 remaining years) and Jan Ballinger (1 remaining year) are open with the following people expressing interest in writing to the board:

Linder Powell, Lindsay Cobb, and Carrie Simpson (She has since withdrawn her request for consideration). The motion was made and seconded to appoint Linder Powell to the seat previously held by Jan Ballinger, and Lindsay Cobb to the seat previously held by Melissa Wolf and approved by unanimous voice vote.

Proposed Bylaw Revisions- Bob Hawkins

The Board proposes the Bylaw revisions be tabled to sometime after the fall season to give full attention to trail maintenance. The board will continue to operate under the guidelines of the 2011 bylaws. The membership application classifications will reflect original 2011 wording, but the price increases for the classifications will remain in effect. The signature on the bottom of the application page will remain, but not required by members to sign if they choose to leave it blank. Members can choose to keep their information private from 3rd parties requesting a membership list, but their names will appear on membership lists given to members upon request.

Bob also asked Laurie Leroy to consider a request by the Board to sit on a subcommittee for the bylaw revisions proposal and she accepted the request. The board is thankful for her willingness to lend her expertise in this area for the good of the community and the board looks forward to working on this with a cross section of the community for their input, starting sometime towards the end of this year.

Other members present expressed concern in not being able to access financial documents on the webpage and being directed to the Official SCTA Facebook page from a board member, to access said documents, as some members do not use Facebook and could not receive/print the requested information. Also, some felt the request for these documents to be made available seemed to be met with reluctance and perceived hostility when asking to be able to view this information, which is a right as a member of the organization.

Sue Bertch addressed this concern by saying that individual computers have “cookies” and a computer will bring up the page you request just as you viewed it the last time. Therefore, you must refresh the page so your computer updates itself with the newer information on the SCTA page. Without doing this, it will look like the information, including financial reporting and meeting minutes has not been posted. Brenda Goett addressed this concern also stating her reply to financials was within a week and that her father was in Mayo Clinic during that time. Also, since the Board did not have a meeting in January and Sue and her husband were in Florida and without reliable internet access, limited updating could be done on the webpage. However, it was posted on the SCTA Facebook page by Craig Fletcher so it would be available on one of our two informational site venues until the webpage could be updated.

Southfork Properties Lease Agreement -Bob Hawkins

The lease agreement with Ricky Rains for trails currently owned by Southfork Properties to be signed after the court case with another party is resolved. The lease agreement is completed just awaiting signatures. The misunderstanding between True West Campground and Southfork Properties has been resolved.

Purchasing materials for upcoming workday projects – Craig Fletcher

Craig requesting 1,200.00 for Geocloth and Block-for Evergreen and Wildcat Projects. Also 300.00 for culverts needed for smaller projects to be completed along with Evergreen and Wildcat workdays if additional manpower and equipment are available to take on concurrent projects.

Recognizing Commercial Memberships

Ideas and input needed for ways to recognize commercial members or businesses who help the trail association with project materials and donations for fundraisers. Will table this until next meeting. A committee may need to be formed to construct a list of proposed ideas for board consideration.

Stationary Letterhead -Brenda Goett

Brenda reports that the best price for 200 envelopes and stationary was 75.00. Monies approved by board at last meeting and stationary was ordered.

Candidates running for public office addressing membership – Bob Hawkins

Discussion about whether SCTA should allow the pavilion to be used by candidates for public office to schedule date to speak to community/members. After some discussion, it was decided all candidates would be welcomed to come to the scheduled monthly potlucks to share food and mingle with members. No organized time or opportunity to address the membership as whole will be given.

Roll Call Voting- Bob Hawkins

Proposal to change the way voting by the board members is recorded in the minutes. Instead of recording the total number of “for and against” votes collectively, a change to define the individual “for or against” by each member by a roll call vote is proposed. This motion was seconded and the motion carried unanimous 6-0 vote to adopt the proposal.

Webpage- Sue Bertch

The webpage will now be taken over by Sue Bertch as her husband Roger is resigning as the webmaster. She states she is learning how to navigate the operating system and will continue to try and keep the site updated in a timely manner. However, since the software is outdated, and code needs to be written to post some items on the page, a new and updated program may be needed. She will evaluate and report what needs to be done to ensure information is able to be posted in a timely as well as a cost-effective manner.

Members on the Agenda to address the Board

Lindsay Cobb

Since the Meeting minutes are not posted until they are approved at the following board meeting, Lindsay requested to know, if a draft (unapproved version), could be posted earlier to the webpage so members could see what was discussed by the board prior to the next meeting. She further suggested that possibly the Minutes could be emailed to the board and approved to be posted ASAP or shortly after the meeting, so members could view before the next board meeting and address anything that is of concern, in a timely manner. The Board is taking this under advisement.

NOTE: The board Secretary may be able to email the draft to board members for an email vote to accept or change and then post before the next board meeting. However, as of the March Special Meeting to accept board resignations, the Board Secretary position is presently open. The position will be filled by nomination and vote by the board, after discussion with present and new board members and this topic will be addressed with the new Secretary.

Max Traven

Max asked about the upkeep of the Trail Log, as the current Trail Log accessed by the website, has not been updated since last year. He also asked about funds donated for specific projects in the past and if there will be a project proposal showing the funds and how it was/will be used for materials ...etc. with any remaining funds being shown to be allocated to the general fund after completion of specific special projects.

Craig Fletcher addressed these questions. Craig stated that he will update the Trail Log on the website. He has a notebook detailing the work done on each trail since he took over coordinating trail work days. He has been out of town during the winter months and up until recently, only had access to the Log as a “read only” document. He promised to complete his portion of responsibility in the Trail Log ASAP in the next few weeks.

Paul LeRoy

Paul is asking the Board to consider drafting a Profit and Loss Proposal Statement for 2018, in addition to the other accounting done, as this is a requirement for non-profit organizations. Even though He states this was not done by previous SCTA Boards, he feels this is important for us look into, so we are compliant moving forward. He offered copies of what the federal filing requirements suggest, for review by the Board. The Board will take this under advisement and look into this with Brenda Goett-Treasurer and see what we need to do to meet any requirements not currently being met in our non-profit tax filings.

Monica Quarmby

Monica advised the Board of a new program by the Park Service to make residents aware of the problem with Woolly Adelgid insects destroying Hemlock trees. She attended this program and states it was very informative along with giving instructions about how to treat the trees to prevent infestation. The Park Service is available to put on seminars by appointment. She asked if the Board might want to schedule this for a seminar to be held at the SCTA Pavilion. She provided informational pamphlet and phone number to contact for information. The Board will look into finding a date and time where this can be scheduled, as a service to the membership and community, in the near future.

Motion to adjourn meeting, seconded, and approved by unanimous voice vote at 11:50 AM.