

**SCTA REGULAR BOARD MEETING
AUGUST 15, 2018
MINUTES**

The regular meeting of the Board of Directors of the Spruce Creek Trail Association was called to order at 9:00 am on Wednesday August 15, 2018 by President Laurie LeRoy. The meeting was held at the community pavilion.

Present: Laurie LeRoy, Lindsay Cobb, Linder Powell, Sue Bertch, Bob Hawkins, Brenda Goett, Karen Forseth

Absent: Craig Fletcher, Lorraine Coriaggio

Also in Attendance: Paul LeRoy, Joe Coriaggio

Fun Facts: Laurie LeRoy

Laurie provided a sheet listing the Trail Maintenance spending per year from the P & L's since the Association was formed in 2003. With the **completion of 4 major projects this year**, we will spend \$10,000 on trails by year end, which far exceeds any year in our history. In a distant second place at \$7,596 is 2012 – the year we did the Proctor Ridge Project (\$5,600) **Completion of Wild Cat Den Phases I and II, Spruce Creek Trail to the Cumberland Trail Head, and the Evergreen Trail Reroute by August is an amazing amount of work.** Many thanks go to Craig Fletcher and Daniel Johnson for the hundreds of hours they contributed running the excavator and track hoe.

GENERAL/ADMIN:

Minutes of Wednesday, July 10, 2018: Laurie LeRoy

The minutes of the July 10, 2018 meeting were sent to all board members via email prior to the meeting for review. Laurie asked if there were any changes to be made. No changes to content were noted; however, a few spelling mistakes will be corrected before posting on the website and Face Book page. Motion to accept the minutes was made and approved by unanimous voice vote (7-0).

Membership List: Laurie LeRoy

A copy of the membership list was sent to all board members last week. After a review of the Corporate Records on August 14, 2018, 2 memberships will be removed from the list and it will be redistributed. We have 150 members. This is an all-time high.

Treasurer Report: Linder Powell

Linder reported that after paying all outstanding bills, the bank balance is \$4,852.85. This should be more than adequate to cover expenses through the end of the year. She reported that by running a P&L report from Quicken, the amount spent YTD on trail maintenance (materials, equipment rental) is \$9,709. She will provide a Quicken chart showing Expense By Category for the next meeting.

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While Treasurer (June 2017 – May 2018) Brenda had elected to use XL spread sheets to keep the bank and accounting records of the Assoc. Since assuming the Treasurer duties, Linder went back and entered all the transactions from June 2017 through August 14, 2018 into the Quicken SCTA files from the various XL spreadsheets provided by Brenda and new activity May-August. NOTE: All of the SCTA accounting records had been kept in the Quicken book keeping system since 2007. Utilizing this recognized accounting software provides consistent categorization and reporting. We can now create reports/do comparisons for all years and categories of income/expense from 2007 through 2018.

Audit – Treasurer Records hand off: Linder, Laurie, Brenda

As requested in the July board meeting, a review of the Treasurer records for June 2017 – May 2018 was conducted by Linder and Laurie. A meeting was held with Brenda on August 14, 2018 to review the results. A detailed report of the review and transaction corrections will be provided to the Board members under separate cover.

2017: All agreed that the 2017 P&L should be restated. The corrected version will be sent to Sue to replace the P&L currently on our website.

2018: A deposit on 4/2/2018 for \$270 was not entered into the manual checkbook, nor on the XL spreadsheets used to report the bank account balance. Therefore, the bank balance was understated by \$270 in the May and June board meeting minutes. The Membership List also required some changes. All corrections have now been made and the Quicken system records reconcile to the monthly bank statements and checkbook.

Pavilion Report:

The Pavilion Usage notice has been updated with new contact information. Lindsay had 7 keys made for the storage area. She will keep the extra keys for distribution if needed.

Lindsay will lead the clean-up for the Sept. 1 Pot Luck.

Karen will lead the clean-up for the Oct. 6 Pot Luck and music.

Welcome Committee Report: Laurie and Karen

Laurie went to the Chamber of Commerce and got 15 sets of folders/materials and updated the Welcome Letter from the SCTA. Sample packets were reviewed. The prior packets had a “local resources” list. Brenda believes it was copied from the Ridge Top Assoc. She will try to get from them to include.

Bob gave a packet to new lot owners: Ken & Kay Chitwood. Karen gave one to a new resident on Spruce Creek Drive. Laurie gave one to Jim and Susan Brown.

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Becky Osmun sent an email to Laurie offering to serve on the Welcoming Committee. Laurie suggested that Becky take her spot on the committee. The board moved and voted to make this change and place Becky on the Committee by unanimous voice vote. (7-0) Laurie will contact her and give her a supply of packets.

Website Update: Sue Bertch

Sue is working on the changes from last month's meeting. In the 12-6-2017 board meeting, a "Trail Coordinator" position was created. The Board discussed that this position had not been put into effect, and should be removed from the website.

Member Communications: Lindsay Cobb

Lindsay will continue the weekly e-mail updates to the members. All board members present confirmed that they are receiving them.

Laurie reported that the "unofficial board minutes summary" posted on Face Book and in an e-blast had received a lot of positive comments. She will do another one for the August meeting and send to Board members for review.

Face Book: Craig Fletcher

Craig is on vacation but sent the following information. The SCTA Face Book page now has 207 members, 187 active. Activity is up 62% over last month.

Pot Luck July 26, 2018

Attendance was quite low, with less than 25.

Trail Report: Bob Hawkins

Wild Cat Den Phase II: The work to make new "step downs" in the rock ledge on the north side of the creek and install water bars to control erosion is done! Craig Fletcher and Daniel Johnson completed the work in just 2 days (July 30-31) utilizing an excavator and hammer attachment. The estimate/approval amount of \$2,500 for this project included 2 loads of rock, which was not needed. The actual cost will be approx. \$1,000. The final project plan will be reviewed at the Sept. meeting. The equipment was then moved to the 297 side of the Evergreen Trail to work on the reroute project.

Evergreen Trail Reroute: The trail reroute was laid out in 2017. The new trail was cut on Aug. 1-3, 2018 with extensive use of the excavator by Craig Fletcher and Daniel Johnson. **The two loads of rock approved for Wild Cat Den-Phase II (\$600) were reallocated to the Evergreen Trail re-route. Approved by e-mail vote 7-30-2018: Yes: 6-Craig, Laurie, Sue, Lindsay, Brenda, Bob. Did not vote: 3-Lorraine, Karen, Linder.** The old trail section was closed off with rail road ties and tree debris. On the August 8, 2018 work day, Bob Hawkins led the work party of Joe

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Coriaggio, Bill Goulding, and Gary McDowell to finish raking and also trimmed back foliage. The cost will be approx. \$1,500-\$2,000. The final project plan should be ready for the September meeting.

Spruce Creek Trail to the Cumberland Trail Head: All bills have now been received. Laurie distributed the final Project Plan to the Board members on August 14, 2018. **For the Record: the approval of \$3,000 in new expenditure was made by e-mail on June 15, 2018 for this project. Voting for the expenditure: 7-Craig, Sue, Linder, Lindsay, Laurie, Karen, Bob (verbal). Did not vote: 2-Lorraine, Brenda.** The total cost of this project was \$5,545. The most expensive project in our history. A copy of the project plan will be submitted with these meeting minutes.

All of the major projects have now been completed: a significant accomplishment for the Association! In addition, Wild Cat Den Phase I (South side of the Creek step down) and work on the Tee Pee Loop were also completed earlier this year. Applause and gratitude to all who contributed to our most successful year. (and it is only August!)

The Board recommended that we reduce work days to twice per month so that we do not burn out our volunteers: Next work days will be: Aug. 29th, Sept. 12th, and Sept. 26th.

OLD BUSINESS:

Kunkel Lease for Evergreen reroute: Laurie

During the past few weeks, Laurie had several conversations with Kathy Kunkel and her lawyer. In the interest of safety for all, we were given the permission to proceed with cutting the new trail on her property while we continue to work through a possible lease or purchase agreement. A major THANK YOU to Kathy and her husband Scott!

Thank You Notes:

Lindsay volunteered to write Thank You notes from the Assoc. to Talent Lumber, Roger Williams, Bob Hart.

Pavilion Committee:

We still need some volunteers to serve on a pavilion committee. Laurie will ask at next 2 Pot Lucks.

Trail Maintenance Log:

Laurie will work with Craig to update and have a version to post on the website. It was requested that work was needed to fix the drainage on Crockett Creek Dr. by Lee Valentine's driveway. Also, to be added: Evergreen Trail- an area below the reroute is holding water,

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crusher run needed in some soft spots at the top of the trail before the reroute, and a possible culvert by the Ferris property.

Fund Raisers:

License Plates: Karen Two designs for the “Spruce Creek Trails” license plates were chosen. The Board **approved \$250.00 for the purchase of the first 24 (12 of each) by unanimous voice vote. (7-0)** Cost is approx. \$8.00 per license plate. We will sell them for \$15.00. Karen will try to have them for the Labor Day pot luck-Sept. 1, 2018. If not, we will definitely have them for the Columbus Day Pot Luck-Oct. 6, 2018.

Tee Shirts: Lindsay We have 12 T-Shirts remaining in inventory. The board directed that 6 of them be set aside to give out at the Volunteer appreciation party in December. The remaining shirts will be offered for sale at the pot lucks.

Columbus Day Weekend: Because we are in fiscally sound shape, the Board decided that we do not need to do a major fundraising activity before the end of the year. We will do a Pot Luck on Saturday, October 6th. Ricky Rains/South Fork Properties has donated \$250 for a band. Lindsay will see if the Parrot Bros. are still available. We will “put out a bucket” to ask for donations at the Pot Luck and sell T-Shirts and License Plates.

Corporate Sponsor Board: Lindsay

The “Thank You Sponsors” board has been placed in the pavilion. Many thanks to Bob and Brenda Hart for their creative talents. The board discussed plaque designs and criteria for business names to be placed on the recognition board. Will be discussed further at the next meeting.

Wooly Adelgid Prevention for Hemlock Trees: Linder

Linder has made a number of calls with no success. Laurie volunteered to try through her contacts with the Park. Bob pointed out that getting this information out to our members is important as he has lost several young trees to this infestation.

Park Volunteer Work Day: Lindsay

Lindsay reported she is still trying to arrange a SCTA/Park Partnership Work Day before the end of the year. She is having difficulty getting a response from them.

NEW BUSINESS:

SCTA Google Cloud Usage and Document Management: Laurie and Sue

Sue will resend the invitation/authorization to all the Board members. They should make sure that their access works and look at the files stored. Will discuss more at the next meeting.

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Spring Fling Fund Raiser: Laurie

The board discussed the idea of holding a fund raiser (flag race, sell tables-yard sale, BBQ, band) at the end of April/beginning of May to kick off the 2019 SCTA calendar of events. Tracey Hatcher volunteered to be on the committee. All were in agreement that this could be a good idea. More discussion/planning over the winter months.

SCTA Trail Map-Sue

Sue suggested that some wording be added to the map to indicate riders should be courteous as our trails are privately owned. She will send suggested wording to the Board for review.

BSF Meeting re/proposal for mine drainage project-Lindsay

Some of the alternatives could affect horse trail access. Suggested that we send someone to the meeting to gather information and report back to the board.

Items from members for e-blast communications

BSF endurance ride is Sept 7-9, 2018. Will encounter riders on the trails. Please do not remove the flags.

Claudia Barker (Hitching Post) is coordinating "COOP Price" for LP gas. Contact her for details.

The Donation Box as you enter Ridge Top Trails is for Timber Ridge Campground, not the Ridge Top Trail Assoc.

TABLED FOR FUTURE:

Dogs on the trails (6-2018)

Association Annual Budget Process (7-2018)

By-law revisions (4-2018)

What Every Board Member Should Know-review (7-2018)

Major resolutions/Corp Records Review (7-2018)

Need deed Phase 13A Spruce Creek Extension (6-2018)

Reset sign – Proctor Ridge (10-2017)

Pavilion Storage/Clearing (7-2018)

Meeting Adjourned at 10:45pm