

# Monteagle Sunday School Assembly Minutes of the Board of Trustees

October 4, 2014

The meeting of the Board of Trustees of the Monteagle Sunday School Assembly was called to order by President Kent Ballow in Tucker Dining Room at St. Andrews Sewanee School at 10:00 a.m. on October 4, 2014.

John Sisson opened the meeting with prayer.

Ellie Billington, secretary, called roll.

Members present: A. Worthen, B. Monfore, B. Moody, N. Kunkel, K. Ballow, E. Billington, A. Spickard, J. Humphreys, M.E. Lovell, S. Smith, L. Price, A. Williams, B. Cox, C. Hudgins, J. Sisson and via phone: H. Haney, L. Frank, and C. Trahan.

Members absent: B. Watson, F. Smith, D. Pilcher, M. Merrill, L. Hammett and A. Ewing.

General Manager Scott Parrish was in attendance.

The August 30, 2014 minutes were approved.

## **Presidents Comments:**

Kent Ballow opened the meeting by thanking Judith Humphreys for hosting the Friday evening board social. Kent, also, welcomed John Sisson as a new board member filling the remainder of Marty Buffington's term.

Ballow read a thank you note from the Buffington family thanking the board for the flowers sent to the family in memory of Marty. Ballow gave an update on the proclamation honoring Marty stating that there was an added touch of calligraphy by Dede Clements and a lovely border by Carolyn Tweedy. This proclamation will be presented to Ron Buffington at the November 22<sup>nd</sup> meeting.

## **General Manger's Report:**

Scott Parrish reported the gatehouse was struck by a u-haul driver, who was part of the CPA church choir group, renting in the Assembly this weekend and that the damage is significant.

Parrish shared a request that alcohol be permitted and approved for May 15 and 16, 2015 for the Hammett wedding in Harton Dining Hall and the gym.

**Motion:** Bob Monfore moved that alcohol be allowed at Harton Dining Hall and the gym on May 15 and 16, 2015 for the Hammett wedding.

The motion passed unanimously.

**Treasurer's Report:** Bob Monfore gave the finance report and stated that the season ended in good finances.

## **Committee Reports:**

**Membership:** Parrish presented the membership report on behalf of the membership committee.

A. Worthen gave a first reading for Linda Newman Elder, member of Mountaintop Community Church, (Non-denominational) of Birmingham, AL. Linda would receive 50% interest in cottage #5. Sponsors are Karen Dismukes and Kathy Flatley.

Membership: A second reading for Karen A. Eager, Presbyterian, member of Peachtree Presbyterian Church, Atlanta, GA, Co-Trustee of Cottage #17. Sponsors are Becky Nelson and Nancy Crais.

The Eager reading comes as a motion from the membership committee and the board passed it unanimously.

Membership: A second reading for Virginia W. Eager, Methodist, member of Thomson Methodist Church, Thomson, GA, Co-Trustee of Cottage 17. Sponsors are Becky Nelson and Nancy Crais.

This Eager reading comes as a motion from the membership committee and the board passed it unanimously.

Lease Assignment: Anne Worthen moved that the MSSA board approve the lease assignment by which Aileen F. O'Brien, Trustee of The Aileen O'Brien Revocable Trust assigns unto Cynthia O'Brien Huston a 100% undivided interest in cottage #148 effective September 18, 2014. The leasehold shall be in favor of Cynthia O'Brien Huston, 100% undivided interest.

Bob Monfore seconded the motion.

The motion passed unanimously.

**ARC:** John Sisson reads:

1. The ARC recommends the approval of a motion to accept the repairs and changes to the **Billington cottage # 68** as drawn and presented to the committee. This will involve replacing wood doors and windows with wood windows in a 1/1 configuration.

Ellie Billington recused herself from the vote. The motion passed with all in favor.

2. The ARC recommends the approval of a motion to accept the repairs and additions to the **Maloof # 88 "Bon Air"** as drawn and presented to the committee. This will involve the addition of a bathroom extension on the front porch and a new wall, new screen door, and steps to the North side (Maple Ave.) The addition will be set back 6 inches from the existing wall and the existing railing will be retained.

The motion passed unanimously.

3. The ARC recommends the approval of a motion to accept the repairs and additions to the **Price # 75 "Nestle Down"** as drawn and presented to the committee. This will involve the extension to a side porch roof to cover a wooden landing on the west side.

Lane Price recused herself from the vote. The motion passed with all in favor.

4. The ARC recommends the approval of a motion to accept the repairs and additions to the **Byrd cottage # 62 "April Fools"** as drawn and presented to the committee. This will involve the replacement of the

single pane windows with wooden copies of the existing true divided light six pane windows on the North side.

The motion passed unanimously.

5. The ARC recommends the approval of a motion to accept the repairs and additions to the **Barnes/Merrill cottage # 7** as presented to the committee. The screening on the rear porch and addition of double doors, and the roof addition and screen porch on the side of the cottage were approved as presented.

The motion passed unanimously.

6. The ARC recommends the approval of a motion to accept the repairs and additions to the **Cleveland cottage # 35** presented to the committee except as amended as follows:

The new door on the porch can be removed along with the lattice and the opening filled in with siding to match the existing. The back porch can be screened in and the clearstory windows can be removed but with no changes to the existing roof line. The basement can be enclosed by board and batten construction between the existing piers which should be covered in stone or stuccoed. The space beneath the back porch can be enclosed with vertical siding. As a condition of the approval the unapproved plastic muntins on the new windows should be removed as well as the inoperable wood shutters on outside windows.

The motion passed unanimously.

There was conversation concerning the dangers of fireplaces and the general manager was asked to make a recommendation in Mountain Voices to those leaseholders with fireplaces to have their chimneys cleaned and checked.

Ballow thanked Sisson and Parrish for their hard work and the condensed version of these projects provided to the board for consideration and vote.

**Property:** Bill Cox shared the discussions and considerations of the property committee at their last meeting, as well as these three motions.

The Property Committee moves to authorize the general manager to replace 1650 L.F. of fence and two gates with a new 6 foot high green vinyl coated chain link fence with an approximate cost of \$20,000 using CCF funds.

The motion passed unanimously.

The Property Committee moves to authorize the general manager to replace the Nashville Home roof with a new 30 year architectural shingle roof with an approximate cost of \$20,000, using CCF funds.

After discussion concerning types of shingles and metal roofs, it was decided that more information was needed and this motion was deferred to the November 22 meeting.

The Property Committee moves to authorize the general manager to proceed with repairs of the upstairs bathroom, replacement of kitchen window and repair to water damaged ceiling in the Chautauqua House with an approximate cost of \$7000 using CCF funds.

The motion passed unanimously.

There was positive discussion concerning the possible use of the space under the dining hall for a conference/meeting space which property will pursue the possibilities and merits of this potential space and come back with a recommendation.

**Long Range Planning:** Ballow stated that the final documents from A. Coulter should arrive by the Nov. 2<sup>nd</sup> meeting for the board's review.

### **Unfinished Business:**

Shannonhouse property: On board authority, Parrish offered Mr Shannonhouse \$210,000 plus closing costs (\$10,900) and a life estate on behalf of the Assembly. An addendum describing that life estate was brought to the board for consideration.

Hudgins moved that the board accept the proposed addendum to the MSSA/Shannonhouse contract and after proper review by the legal committee, Mr. Shannonhouse be presented this addendum as soon as possible.

Moody seconded.

Motion passed unanimously.

Parrish mentioned that he followed up with Mary Elizabeth Nelson that the MSSA offer still stands if anything should happen to the other buyer.

**New Business:**

S. Smith provided Basic Parliamentary Information handouts for each board member.

Price asked about the care of the Jervis Waterfall/Moses Rock. Parrish said that the grounds crew is taking care of it and will make sure it is properly cared for concerning cleanup and upkeep.

Price agreed to be the “point person” for the Thanksgiving lunch. Parrish assured her that a fire will be ready to burn and the water will be on.

President Ballow adjourned the meeting at 11:50 a.m.

Respectfully submitted,

Ellie Billington, Secretary

**MSSA Board of Trustees Meeting Dates:**

November 22, 2014

February 21, 2015

May 23, 2015

June 20, 2015

July 11, 2015

July 24, 2015

July 25, 2015