

**Tall Ship Association, Inc.**  
**Minutes of Board of Directors Meeting**  
**August 10, 2010**

**I. Call to Order**

President Barry Stuart determined the presence of a quorum and called the meeting to order at 9:25 am. Directors present included Lester Essex, Kathy Stanton, Rob Routman and Frank Patterson.

**II. Introduction of Guests**

Also in attendance was the property manager, Carol Ackerman.

**III. Approval of the prior meeting's minutes**

Frank Patterson moved that the Minutes of the July 13, 2010 meeting be approved. Lester Essex seconded and the motion carried

unanimously.

**IV. Treasurer's Report**

Rob Routman advised that he would be available for scheduled Fall Board meetings. Frank Patterson moved that Treasurer pro tem, Lester, be thanked for covering and that Rob be re-elected Treasurer. Kathy seconded and the motion carried unanimously with Rob abstaining.

**A. Current Financial Situation**

**B. 2011 Budget**

The Board discussed the necessity of commencing preparation of the 2011 budget. Rob advised that he would start an excel spreadsheet for 2011 budget planning purposes. Consensus of the board from general discussion was that increases would probably be needed in operating and capital reserve items. Rob advised he would additionally start an excel spreadsheet for capital reserve planning purposes.

**V. Engineering Report**

**A. Canvas, Painting & Stucco Update**

Since the painting and canvas renovation to Clipper and Schooner was complete, Carol called the CARE Committee to close out the permit. CARE inspected the premises for permit conformity. Care wrote a letter to TSA regarding a unit with a deck ceiling painted with a color other than that approved for TSA and advised TSA that it constituted a fineable offense which was imposed on TSA.

The Board had previously voted May 11, 2010 that the proper interpretation of Deed Article IX (c) is that no color alterations of the decks are permissible and that the deed covenants would be strictly followed. On June 8, 2010 the Board delayed implementation of the policy to receive further homeowner input. The CARE letter indicated that KKPOA also asserted control over deck coloration.

Further discussion by the Board determined to send copies of the CARE fine imposition to relevant homeowners with the advice that fines imposed on TSA would be passed on.

#### **B. Chimney Leaks**

Chris caulked chimney leaks into unit 337. Since the Board had decided to delay repairing repair all chimneys due to the expense and lack of funds, Chris proposed to caulk all holes caused by nesting birds as a temporary solution. The proposal was estimated at two men times 8 to 10 hours approximating around \$400. The Board agreed this was within President's \$750 authority and Barry would proceed accordingly.

#### **C. Fire Alarms**

Problems with false alarms continue. Barry's building went off today. Yawl appears to have daily problems with continuous false alarms. Bart, the supervisor over Dusty, the salesman was contacted. Batteries in the building may be corroding. TSA wants all service reports pulled, summarized, and categorized as to why. Dusty thinks the false alarms may also have to do with transmitter strength and batteries. In response to complaints received concerning the loudness of the alarms, the decibel level is set by the fire code.

#### **D. Elevators**

Carol reported that another elevator was stuck. Otis was called for repair.

#### **E. Basement Moisture**

Carol reported Randy replaced one dehumidifier. Hoses in the other three were adjusted.

### **VI. Property Manager's Report**

#### **A. Landscape Contract**

Merryscapes bid \$15,000. All In Landscape bid \$17,680. Landscape Perfection bid \$23,650. Frank moved and Lester seconded that TSA accept the Merryscapes bid. The motion carried unanimously.

#### **B. Cutter Basement Door**

Carole reports it was fixed per Randy

#### **C. Painting and Back Decks**

The back deck balcony quotes are \$180 per deck for painting rails. The Frigate exterior and walkway painting quote is \$19,780. The Yawl is \$16,320. The painting quote for each four gang window is \$240 per window. The back deck railing painting quote for 78 decks is \$180 per balcony.

## **VII. Existing Business**

### **A. Rentals Forms**

Discussion of regulations regarding use of rental units covered limiting rental use of fireplaces without the owner's consent and use of charcoal grills on walkways. A form regarding rules of use should be distributed to all realtors. Regardless, it is ultimately the owner's responsibility for action/inaction by the tenant or realtor.

### **B. Review of Master Deed and By Laws**

Frank advised that Kathy was back so he will probably call a meeting next week regarding the Master Deed and allowable color changes to the decks.

### **C. Landscape Committee Formation**

Barry reported that Mike Ferrato declined to serve as the chairman of the committee so Barry will continue to look for a volunteer chairman.

### **D. Beacon Articles**

Frank advised he was working on the Rental Form article, insurance article and landscape article. Barry was doing the year in review. Carol was doing a manager's article. Barry advised Sylvia Stuart would write something on the social committee.

## **VIII. New Business**

**(A)** Discussions returned to consideration of painting. Carol reported on receiving the canvas quotes. Anderson Boat quoted \$7,100 for the front canvas on Frigate and \$7,100 for the front canvas on Yawl. Since this would be TSA's common element responsibility, these charges would have to be considered with Pirkle's front painting quotes to determine if we have enough in reserves to proceed. Meanwhile, Anderson quoted \$230 per deck for the 78 back decks which would be billable to the unit owners. When Pirkle's \$180 per deck painting quote is added in, each unit owner would be billed \$410 for painting renovation of their back deck. The commence date would be October, money willing. We could start billing now. Since it will take some time to do the remaining 78 back decks we could probably commit to a portion and as the reimbursements come in commit to another portion. In this fashion we could make continual progress towards completing the painting renovation.

**(B)** Carole advised she had received a quote from Peters concerning repairing the chimneys with Hardi-plank siding. The board returned to previous meetings discussions as to whether this might be a better solution to long term maintenance costs associated with stucco. It was determined to broach the

topic for discussion at the homeowners' annual meeting for feedback. Moreover, any feasibility determination or test for aesthetic acceptability would involve KKPOA's CARE approval.

**(C)** An absentee owner requested reimbursement for a \$400 KKUS water bill alleging that a leaky toilet must have been caused by TSA painters let in by TSA. The painters use the marina toilets and deny use of any unit toilets. The painted door is shut. Investigation apparently revealed prior leaks. The board voted to deny the request. The Board further noted that unit owners are supposed to turn off the water supply using the cutoff valve under the guest bathroom sink when vacating for an extended time.

**(D)** President Barry Stuart announced that he had reserved the maintenance room for next year to loci in the same months that we were able to secure this year. For the first month, he asked for the Cherokee room as a 1<sup>st</sup> choice and the Whitewater room as a 2<sup>nd</sup> choice.

**(E)** The board discussed budgeting and determined to delay creating an Ad Hoc Budget Committee until September to allow for further accumulation of financial data.

#### **IX. Adjournment**

Lester Essex moved for adjournment, Frank seconded and the motion carried unanimously. The meeting adjourned at 11:25am.

Respectfully submitted,

Rob Routman, Acting Secretary