

**Tall Ship Association, Inc.**  
**Minutes of Board of Directors Meeting**  
**June 8, 2010**

I. Call to Order

President Barry Stuart determined the presence of a quorum and called the meeting to order at 9:00 am. Directors present included Lester Essex, Bob Stojetz, Kathy Stanton and Frank Patterson with Rob Routman joining shortly thereafter.

II. Introduction of Guests

Also present were the property manager, Carol Ackerman, and three homeowners, Carlos Luria, John Taylor and Harold Capitola.

III. Approval of Minutes

The Minutes of the May 11, 2010 meeting were read and approved upon motion made by Frank Patterson and seconded by Bob Stojetz.

IV. Treasurer's Report

The financial statements for the month of May were still in preparation and unavailable for review at the June 8<sup>th</sup>, 2010 meeting. They will be emailed to the directors upon completion within a week.

The board returned to the prior meeting's discussion concerning budgeting for ongoing stucco maintenance. The repairs to the stucco and underlying water-damaged wood are virtually completed. Since stucco is a high maintenance exterior finish, an ongoing maintenance program has been recommended as required. Preliminary estimates for such a program indicate it should be financed as an ongoing line item in next year's operations budget. Two other quotes in addition to Summit Systems will be obtained.

V. Engineering Report

The property manager reported that the stucco on Schooner was finished and Cutter was being completed. The elevator had gone out in Ketch but was now repaired. The repairs had been briefly delayed to avoid overtime charges which had apparently been prior board policy. For example, should an elevator fail on Friday, repairs would be delayed to Monday. After discussion, upon the motion of Frank and second by Kathy, the board voted to authorize the property manager to incur overtime charges lest a failed elevator inconvenience homeowners or emergency personnel. When elevator contracts are next bid out, emergency service charges will be reviewed.

VI. Property Manager's Report

- A. Letters to homeowners who had painted or decorated decks were sent out in accordance with the board's prior vote. All painting, gang window and canvas on Schooner should be completed by Wednesday. Clipper is done.
- B. The steps to the leisure trail by Yawl and Ketch have been repaired for \$3,000.

- C. Scaffolding damage reported by Kathy was not caused by Summit upon investigation, but Summit volunteered to repair it as a favor.
- D. Otis elevator is preparing a proposal for future updating of the elevators.
- E. Summit met with Carol regarding moisture in the Grant unit. It may be coming from the roof. Since it is brownish, it probably evidences rotted wood underneath.
- F. The fallen tree was removed and the dead tree at the path is being removed.
- G. Bob reported that the frame and door to the basement at Cutter building still needs replacement.
- H. Carol met with Lynn Smith of KKPOA regarding trash pickup. He alleges mess is created because we do not have proper size liner bags in trash receptacles. We will investigate trying to secure larger liners. The receptacles were approved by Lynn Smith prior to purchase by the Association. The lower trash contract price quoted by Amy does not include the \$40 per ton dump fee and does not include weekend pick-up. Consensus is to remain under contract with KKPOA for trash removal.

## VII. Existing Business

### A. Landscape Contract

The landscaper is not able to quote at this time. The new SC law on illegal immigration will affect the labor supply upon enforcement. Consequently, the labor costs are indeterminate. After the new law goes effective, landscapers should have a basis to bid.

John Taylor reported dead shrubbery along the Clipper building. Rob and Harold Capitola reported dead shrubbery around the Frigate building. After discussion, Carole will instruct the landscaping crew to prune out dead shrubbery. Further discussion concerning general landscaping improvement led to the formation of a committee to review and implement the existing landscape plan. Prior membership interest may have waned but volunteering to add to the committee were John Taylor, Harold Capitola, Sylvia Stuart and ? Kathy Stanton?

### B. Handbook Revision

Revision was completed. Carlos emailed a copy to Lea Allison for posting on the website.

### C. Painting Gang end window – completed

### D. Beacon Articles

Plans are to issue a Beacon in July. Board members are encouraged to draft articles for inclusion.

Harold Capitola reported that satellite wires on the Schooner are drooping loosely and not installed per rules published in the Beacon. A discussion ensued concerning the new HDMI standard for cables and the need to enforce existing satellite TV regulations given the potential for separate wiring requirements.

## VIII. New Business

### A. Deck Decoration

Carlos Luria and Lester Essex presented arguments for allowing homeowners to change the color of their canvas railings on the inside. John Taylor presented arguments for allowing

homeowners to paint their deck ceilings. The Board had voted to enforce Article XIV of the Master Deed at the prior meeting. Lester Essex moved to form a committee to study and make recommendations on allowable deck alteration and decoration. Kathy Stanton seconded. The motion carried with Essex, Stanton and Patterson in favor; Stojetz and Routman opposed. The committee consists of Essex, Stanton and Luria. Frank moved, Kathy seconded, and the motion carried to postponed enforcement of Article XIV letters for 120 days.

B. Sign cleaning

Bob requested that on the next cleaning contract a clause be included to provide for once a year cleaning of the signage. Lester and Bob noted that to protect the signage finish the provided instructed that a biodegradable marine grade soap should be applied with a sponge and bleach should never be applied.

IX. Adjournment

After the meeting was adjourned an informal executive session was held. The topic of discussion concerned master key policies. Frank volunteered to draft a version of a master key policy for consideration by the whole board. The meeting then disbanded.