

TALL SHIP ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

Meeting Date:

June 13, 2023

Call to Order:

B. Stuart opened the meeting.

Present:

Frank Aaron, Gary Crumbley, Starr McKinney, Barry Stuart (BOD)

Diane Lee, Geig Lee (FPM)

Susan Harnett, Vicki Whipple (ZOOM)

Sylvia Stuart, Charles Wood, Ben Richard, Joann Purdy (GUEST)

Questions and Comments:

An armadillo hole located at the corner of Clipper was discussed, G. Lee stated he will have it filled in. Mrs. Reeves balcony column sealant needs painting. This will be completed within the next 3 weeks.

The Board discussed the need for a walk through the complex to do a visual inspection of buildings. This walk through will be done the 3rd week of July.

G. Crumbley stated the alarm at Schooner is beeping continuously.

The Board discussed a time limit on the Special needs parking.

S. McKinney motioned to add "No overnight parking" to bottom of sign. 7 signs will be needed.

F. Aaron seconded this motion and the motion carried.

Approval of Minutes:

F. Aaron felt the minutes should be changed to say presence and voting by Zoom would be "acceptable" instead of "legal".

F. Aaron asked if the Board should consult with the attorney to verify if zoom voting will be ok. B. Stuart will contact the attorney. S. McKinney motioned to approve the May minutes with the change. F. Aaron seconded this motion and the motion carried.

Treasurer's Report:

S. McKinney reviewed the May financials. 87 units have prepaid, leaving 33 units still owing as of May 31, 2023. Premier loan balance as of May 31, 2023 is \$543,493.38. Enough funds in assessment account to make 6 payments.

The balance of the Operating account as of May 31, 2023 is \$186,311.21.

The balance of the Capital Reserve account as of May 31, 2023 is \$214,702.85.

The balance of the Assessment account as of May 31, 2023 is \$61,966.78.

Total Tall Ship funds: \$462,980.74.

Total for June 2023 prepayment of assessment is \$16,670.00.

1 new owner fee was paid in the amount of \$3,000.00. Unit 120 Harris sold to TKC Properties.

Bad debt/Capital Account: These two accounts were closed and a new account (New Capital Reserve) was opened with their balances. Total transferred to new Capital Account \$211,380.20. All the income and expenses from these two accounts were transferred to the new budget sheet. This account is a money market account that pays interest.

Engineering & Property Manager's Report:

Stucco update: G. Lee stated the stucco work underway is complete. 6 gutters will need work. A walk around with the Board and G. Lee is scheduled to note stucco issues.

Elevators: S. McKinney and S. Harnett picked out the new flooring for the elevators from Dixie Flooring.

Southern Elevator will be asked to schedule a zoom meeting in order to quote the elevator contract. Otis will be contacted to give an additional quote. S. McKinney has a "what needs to be done list". Both companies will quote on the same work. Aaron preferred an in-person meeting.

Lights in all elevators will be converted to LED's and be the same color. Fans will be turned on in elevators this week.

New Repair and Maintenance Issues:

Rock Art: G. Lee is still awaiting a time to schedule from Rock Art. Aaron prefers this be done soon and not wait until cold weather prevents work being done.

Cleaning Exterior: G. Lee will meet with the window cleaners and work should begin on June 26th.

Bulb Replacement: G. Lee stated bulbs are failing and need to be replaced throughout using LED bulbs. After discussion, G. Crumbley motioned to go forward and replace all bulbs with soft white not to exceed \$2,800.00. This motion passed unanimously.

Rule Violation Deck Blinds: Unit 320 has been notified twice to remove the hanging deck blind. Shields are ok but not attached to building. Currently, there is not a fine in place. S. McKinney stated fines should be added in the handbook.

Gutter Cleaning: Ketch, Sq. Rigger, and Cutter still need to be done. Yawl roof will need some work but no active leaks.

The Board discussed painting needs at Frigate including all 3 floors and all stairwells. The quote for dust blasting is \$26,000 for all three floors and all stairwells. Painting is \$23,000.00, but quote does not include putting tarps back up.

Hand rails going down at Ketch and Sq. Rigger need cleaning or painted. This should be completed in the Fall.

Dehumidifiers: 2 are needed under Frigate. G. Lee will have them installed before next meeting.

G. Lee stated Clemson Cleaners are doing a great job. F. Aaron would like them to clean the railings in the common areas.

G. Lee stated crawlspace entry doors are all done.

Landscape Report: S. McKinney discussed items TM Landscaping are working to address:

Pruning shrubbery, to protect buildings and keep saplings from growing.

Finish hedges to same height.

Stump removal.

Weeds in parking lots.

Ground cover behind Frigate (not ivy)- should be natural to area.

These projects will take time and money is a consideration.

F. Aaron wants the schedule of future work from Landscaper. Aaron stated the hill is in need of mulch.

G. Lee stated irrigation is working good after 3 leaks were addressed.

Parking:

Violations & Enforcement: F. Aaron asked that this issue be removed from the agenda. No enforcement is being done. Owners should remember, only 2 vehicles allowed per condo.

Old/Unfinished Business:

Janitorial and Trash service: G. Lee will ask Clemson Cleaners to address the build up of spills in trash areas.

Handbook: B. Stuart stated the Board needs to review and note updates in the handbook. This will require a meeting of the BOD. Fine section should be added to the handbook.

New Business:

F. Aaron discussed issues with illegal activities such as smoking marijuana on site. It was stated that the police should be called and a report filed by the person complaining. If a citation is issued, then the BOD could become involved with the owner responsibility.

Motion made by F. Aaron with second by G. Crumbley to adjourn. Motion approved.