

**TALL SHIPS BOARD OF DIRECTORS  
MONTHLY MEETING  
CONFERENCE ROOM, MAINTENANCE CENTER  
August 11, 2009**

**PRESENT:** *Carlos Luria, Lester Essex, Kathy Stanton, Rick McDuff and Cathy Mays*

**ABSENT:** *Rob Routman, Judy Coolidge-Fill and Bob Stojetz*

**GUESTS:** *Tom Schill, Barry Stuart, John Taylor and Ron Kraft; also Tracy Tankersley of Goldsmith Associates*

**CALL TO ORDER:** **9:00 AM**

**I. GUEST COMMENTS:** *The President asked the guests if they would like to address an issue or make any comments.*

*The following comments and/or suggestions were offered:*

*A. The floor at the entrance to Clipper in the area of the elevator is badly stained as is the trash room. It would help if water was available in the front of the buildings for both cleaning and clogged drains.*

*B. As an alternate to fire retardant measures suggested by the Fire Marshall, have signs printed informing the owners and users of the basement storage areas of items prohibited from storage. Perhaps a master padlock system similar to the condo front door system that would allow authorized persons access to these areas for inspections. This matter is on the agenda for discussion later.*

*C. A suggestion was made to install a BBQ grill in the area around the Clipper picnic area. It was noted that there had been grills here in the past, but do to cleaning problems it was decided to remove them.*

*D. Due to the current economic situation perhaps the Board should recommend elimination or suspension of the \$1,500 Transfer Fee. It was noted that this fee is used to help replenish the Reserve Fund. An increase in the quarterly fee would be necessary to offset this income.*

**II. APPROVAL OF MINUTES:** *A motion to approve the minutes of the June 9, 2009 meeting was made by Rick McDuff, seconded by Lester Essex. Kathy Stanton stated that her notes from the meeting indicated a comment regarding*

*the cleaning of the decks and suggested that it be added to the June minutes. The amended minutes were then approved.*

- *Motion: The Minutes of the June 9, 2009 meeting of the Tall Ship Association Board of Directors are approved as amended.*

*Moved: Rick McDuff  
Seconded: Lester Essex  
Unanimous  
01.08.09*

### **III. ENGINEERING REPORT:**

*A. Clipper work is still going slowly; additional rot was found. Scaffolding is going up to repair remaining fascia board.*

*B. A window leak in an end wall window has been reported in Unit 316. It is scheduled to be checked today. This probably goes back to work done by an earlier crew. Would this work be covered under any warranty from the stucco repair company? The cause of the leak needs to be determined first.*

*C. The crew leader who has also offered to bid on the Janitorial Contract has not seen the specs yet. Cathy Mays gave Lester Essex a copy of those specs to give to Chris for a bid. He also agreed to help with reviewing the specs for possible needed changes.*

*D. We have been expecting materials including a video with instructions on cleaning the Chattahoochee flooring in the area of the elevators. Cathy Mays said she has written materials but no video. We should be in a position to get quotes on cleaning now.*

*E. A suggestion was made to lengthen the A/C condensate lines where they exit the buildings. This would keep the splash from soiling the stucco and prevent rotting at the foundation. This might cause a tripping hazard and there is no wood in the foundation.*

**IV. TREASURER'S REPORT:** *None. The Treasurer was out of town for this meeting*

### **V. OTHER FINANCIAL:**

*A. Preparation of 2010 Budget: Deferred due to absence of the Treasurer.*

**VI. PROPERTY MANAGER'S REPORT:**

**A. Was Asphalt Inspection Report received? Yes, repairs on large cracks will begin within 2 weeks. Small cracks will be ignored, work was done to contract. Should repairs be delayed to winter for better results? Check with the contractor. Also get the consultant we used to write the specs to check on contractor's performance.**

**B. Outside treatment for pest control as recommended by Kathy Stanton: Cathy Mays discussed this with Orkin. Orkin states this is the preferred means for pest control and consists of a liquid spray and a granular application. It was recommended that we try this for 3 months. It is important that we let the owners know not to be expecting indoor spraying during this period.**

**Motion: The Board authorizes the Property Manager to permit our pest control contractor to conduct a 3 month trial of treating the outside perimeter of the condo buildings instead of the interiors in the manner suggested by the contractor.**

**Moved: Kathy Stanton  
Seconded: Lester Essex  
Unanimous  
02.08.09**

**A possible aide for interiors that was suggested and is being used elsewhere is a plug- in ultrasonic device for each unit...**

**C. Updated quote on Tall Ship signs: Nothing further at this time.**

**D. Window cleaning is scheduled soon. The quote of \$3,450 was the same as the last time. Owners will be notified when the work is to begin, and will consist of cleaning the bow windows and end windows.**

**E. Gutter Cleaning: This could be done every other year as very little debris was found last year, and it had been 5 years since the last cleaning (gutter guard installation). Based on comments, we will go ahead with it this year.**

**VII. Existing Business:**

**A: Repairs to Unit 217: Done**

***B. Canvas Panels: Replacement of those facing Tall Ship Dr. on Clipper Building – owner responsibility. If the Board mandates an action what enforcement mechanism exists? Rick McDuff will review Master Deed and/or By Laws for authority.***

***C. Basement Lockers:***

***1. Check the authority of the Fire Marshall to enter and remove prohibited items from the basement storage areas.***

***2, Would the Fire Marshall be willing to inspect the basement areas and issue a written report on a quarterly basis?***

***3, Carlos Luria will compose a letter to the homeowners advising them that the Fire Marshall will be inspecting the basements and including a list of banned storage items.***

***4. Signs of a permanent nature will be posted in the basements listing the banned items.***

***VIII. New Business:***

***A. Owners' responsibility for landscape damage due to pets: Landscape contractor is applying chemical to neutralize and/or counteract animal waste.***

***B. Apparent fire alarm failures at lower tier of Clipper; Cathy Mays has contacted Blue Ridge per her e-mail of August 10. Blue Ridge will be here Wednesday August 12 between 11 AM and 1 PM.***

***The meeting was adjourned at 10:45 AM.***

***Respectfully submitted,***

***Barry Stuart  
Acting Secretary***