

Tall Ship Association, Inc.
Minutes of Board of Directors Meeting
September 14, 2010

I. Call to Order

President Barry Stuart determined the presence of a quorum and called the meeting to order at 9:08 am. Directors present included Lester Essex, Kathy Stanton, Rob Routman and Frank Patterson. Rob was appointed acting secretary to record the minutes

II. Introduction of Guests

Also in attendance were the property manager, Carol Ackerman and two homeowners, Carlos Luria and Harold Capitola

III. Approval of the prior meeting's minutes

Frank Patterson moved that the Minutes of the August 10, 2010 meeting be approved. Lester Essex seconded and the motion carried unanimously.

IV. Treasurer's Report

A. Current Financial Report

The financial statements for the month of August were reviewed by Rob. Capital reserves remained low at an availability level of \$27,000.

B. 2011 Budget

The Board formed an Ad Hoc Budget Committee to review the finances and prepare a budget for the upcoming year. The committee consists of Frank Patterson, Barry Stuart, Lester Essex and Rob Routman as Chair. In addition to preparation of the budget, the committee is to review the capital reserves requirements and make any recommendations for annual capital contribution increases. Since the board had earlier voted not to update the outside engineer's capital reserves study, Excel spreadsheet capital reserves projection used by Tom Schill will be the basis for extrapolation. Rob advised the advanced excel formulas were beyond his familiarity and Lester advised he would ask his wife, Roxanna Essex, who has expertise to assist the committee.

V. Engineering Report

A. Canvas Painting & Stucco Updates were provided by property manager Carol Ackerman.

1. CARE Letter

Carol reported that Mr. Grimm sent a letter from CARE to confirm TSA was proceeding to correct painting deficiencies by homeowners within the 30 days. Carol called him to advise TSA was

correcting unapproved alterations and requested a 90 day extension to complete coming into compliance. CARE granted the 90 day extension on the threatened fining of TSA.

A homeowner inquired into the Committee regarding unapproved balcony alterations and decorations. Frank Patterson advised that the committee had met and that the results of the survey of homeowners had already been disseminated to the Board. Frank then proceeded to report on the committee meeting results and survey results. Seventy-five homeowners responded to the email survey and were overwhelmingly in favor of strict color enforcement. For example, with regard to color changes on back balconies 93.3% favored ceiling color enforcement and 86.7% favored inside panel color enforcement.

Rob Routman moved that the June 8th 120 day postponement of the May 11th enforcement resolution be lifted. Frank Patterson seconded. With homeowner participation in opposition, an extensive discussion ensued reviewing the history of the prior motions, CARE involvement threatening fines, and the overwhelming sentiment of homeowners for strict enforcement of the Master Deed ban on decoration and alteration of balconies. Rob called the question and the motion in favor of strict enforcement carried 3 to 1 with Routman, Stanton and Patterson in favor.

2. Frigate and Yawl Quotes

Pirkle provided Carol with his quotes for the front of Frigate at \$26,800, the front of Yawl at \$23,400 and \$180 per balcony for painting the back balconies. Though the quotes were acceptable, commencement was postponed until the reserves would allow proceeding.

B. Roof Leak - 337

Although Chris had caulked the stucco the leak continued. The Roofing Company was called in and found three leaks. The leaks were repaired under warranty.

C. Hardi-Plank Quotes

Carol reported she had received a quote from Dan on Hardi-Plank siding for comparison to stucco repair of bird damage to chimneys. Stucco would be removed from the chimneys and replaced with Hardi-Plank siding. The quote is \$55,335 at \$1,785 per chimney for 31 chimneys. However, that price would require a contract for all 31 chimneys at one time because it includes a one-time rental cost of a lift.

D. Fire Alarms

Blue Ridge inspected all buildings and reported on replacement and adjustments to each building. The gist of the report is that batteries were replaced on several buildings and there was some key pad adjustment. Blue Ridge normally charges \$1,200 for this inspection but in recognition of the extensive problems incurred since installation, they waived their fee.

VI. Property Manager's Report

A. Landscape Contract

Merryscapes has contracted to supply our landscaping requirement commencing September 1st, 2010. Mary Williams is the owner and would like to walk through the community and meet with the Landscape Committee. The current make-up of the committee includes Kathy Stanton, Harold Capitola, Barry Stuart, Sylvia Stuart, Mike Ferrato, and John Taylor.

B. Letter to the Owners Regarding Exteriors

Carole asked what the status was of the letter she drafted regarding homeowners who had altered their deck color schemes. After a brief discussion, the board determined that it wanted the letter to be addressed to all homeowners. Rob volunteered to write an extensive letter explaining the painting situation and need for color enforcement.

VII. Existing Business

A. Rentals Forms

Frank reported that he has the form ready. A copy will be placed in the Beacon. A copy will go to Carol to distribute to rental realtors and renters.

B. Beacon Articles

Articles are still being gathered

C. 2011 Meetings

Barry reported that rooms have been reserved for 2011. January and October will be in the Cherokee room. April and July will be in the Whitewater room. The balance will be in Maintenance.

VIII. New Business

- Barry announced that a Nominating Committee needed to be formed to propose replacements for directors rotating off. The Board appointed Barry and Harold Capitola to the Nominating Committee.

- Unit 109 experienced window rot in the bow window. The repairman opened the casement and determined to cease repair since it required replacement of the unit. Gutter repair may be necessary to prevent water cascading down the windows as there is a wash under the stack. Units 309 and 209 were inspected but are okay. Frank reported another window was leaking. The board discussed that replacement of bow windows will be a large expense to plan for in capital reserves.

- Carol reported that the rims on the canned lights are no longer made. She conducted an extensive search for replacements to no avail. The rims are extra wide and cover the stucco holes. The widest rims made today will not cover the holes. We will probably have to sand the rust off the rims, repaint and reinstall.

- Amy’s cleaning contract is \$31,000 per year. She says availability of water spigots near the buildings would assist in outside cleaning.

- Rob asked Carole to check into Otis Elevator making their phased-in elevator upgrade presentation to the board so that it could be included in capital reserves projections. Carol added that Otis has an alarm mechanism that can replace the elevator phone system thus saving money in the budget.

IX. Adjournment

Kathy moved the meeting be adjourned, Frank seconded and the motion carried. The meeting adjourned at 11:16 am.

Respectfully submitted,

Rob Routman, Acting Secretary.