**TALL SHIP ASSOCIATION**

**ANNUAL MEETING MINUTES**

**DECEMBER 14, 2014**

**LAKEVIEW ROOM**

CALL TO ORDER: C. Rolf called the meeting to order at 2:00 P.M.

INTRODUCTION: C. Rolf introduced the 2014 Board of Directors. They are as follows: Paulette Keffas Chassin, Bob Stojetz, Robert Routman, Frank Aaron and herself. Two current members are going off the Board. Carol Rolf and Paulette Keffas Chassin. New Board members will be elected today.

PROOF OF MEETING: D. Lee of Foothills presented the notarized proof of notice to President, Carol Rolf, showing that proper notice had been mailed to the owners.

ESTABLISHMENT OF QUOROM: President, Carol Rolf, declared a quorum with twenty five owners present and twenty four proxies verified for a total of 49 units represented.

BOARD MEMBER REPORTS: C. Rolf discussed the construction project. Currently, the construction projects are ahead of schedule and should be finished by June 2017. She stated the Yawl building parking spaces will be affected by the construction work going on and asked owners to please be patient and cooperative. Carol also expressed the importance of owners obtaining permission from the Board for any modifications to the exterior of units.

 P. Keffas Chassin, Secretary, discussed the new website and its many features. She stated owners can obtain the architect’s report, 2015 handbook, reserve study, and all legal documents from the Tall Ship website. Paulette discussed the 2014 owner survey results and thanked those who participated.

Marshall Clark of MCA Architecture discussed the general project, project priorities, scope of work, wood rot and termite damage that has been found and repaired. He stated the projected schedule is as follows: Yawl and Ketch will be done in 2015, Square Rigger and Cutter will be done in 2016.

B. Stojetz, Member at Large, discussed the appraisal of the property of land owned by Tall Ship. Originally, the Board discussed the possible sell of the property to help pay for the construction. Unfortunately the land could only be sold as a single family residence and is only valued at $42,000.00. The Board decided they could not move forward with the sale at this time.

(Page 1 of 3)

C. Rolf discussed the bank loan obtained at Premier Pacific Bank. She stated R. Routman worked with lenders and obtained a four million dollar loan. Currently, the loan is in the credit line phase which ends June 2017. After this date it will become fixed. The Board is trying not to increase regimes, however, the assessments will have to continue for the next 9 to 12 years.

R. Routman, Vice President, discussed the reserve study and how it was required to obtain the loan. The last reserve study was done in 2003 and all major banks require them to be updated every 3 years. The reserve study includes planning devises, tells you how to plan for the future, and guesses for the future. These concluding’s are not set in stone.

C. Rolf discussed updated parking regulations which are located on Tall Ship’s website. She stated any parking violators will be towed.

R. Routman discussed FCC regulations dealing with cable satellites and wiring. After this discussion, the Board agreed owners can install cable dishes on their balcony but it cannot intrude on the common air space. The Board will be looking into new ways to provide cable and internet service.

C. Rolf discussed the updated delinquency policy. She advised all owners to stay current on regimes and assessments so the loan will not be defaulted on. If 10% of owners are delinquent Tall Ship will default on the loan.

F. Aaron, Treasurer, reviewed the budget for the upcoming year. He noted that the disbursements are in line with the budget. Janitorial, electricity, fire alarm, management, postage, insurance, grounds, and legal fees due to audit are up this year. Pest control is down.

The insurance is the most alarming with a $14,000.00 increase. This was due to adding commercial liability. Aaron stated the revenue is down by $18,000.00. One owner is in bankruptcy and two are in foreclosure. He stressed the importance of all owners paying the regimes and assessments on time and stated the reserve requirement has to be met.

ELECTIONS OF INCOMING DIRECTORS: D. Lee reported on the election results. Frank Patterson, Barry Stuart, and Bob Stojetz were elected to serve on the 2015 Board. The outgoing directors were thanked for their service to Tall Ship.

(Page 2 of 3)

QUESTIONS: C. Rolf opened the floor for questions. They are as follows:

1. What is the cost of the reserve study? $ 4300.00
2. Is tile on balcony permitted? Not according to covenants
3. Will owners be responsible for holes in walls of exteriors? Yes
4. Is the reserve study required by the bank? Yes
5. Are there guidelines or restrictions on investing the money? No not now but Board will look into it.
6. Debbie Alphin reported a crack in the wall next to her front door. Carol stated this probably could not be fixed at this time but it needed to be noted for future repair.
7. Can all buildings be checked for termites? They are inspected annually and treated as needed.
8. Can Foothills repair the shopping cart at the Clipper Building? Yes
9. Are the stairs leading down to the leisure trail Tall Ships responsibility? Yes, Geig Lee stated the repairs should happen this year.

C. Rolf thanked everyone for attending and encouraged owners to step up and volunteer for the Board of Directors in the future.

ADJOURNMENT: Motion to adjourn, all in favor. Meeting adjourned.

(Page 3 of 3)