

**TALL SHIP ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Meeting Date: July 10, 2012

Place: Cherokee Room – Activity Building

Present: Lea Allison, Lester Essex, Frank Aaron, Carol Rolf, (Tall Ship BOD)
Geig Lee and Diane Lee (Foothills Property Management)

Guests: Paulette Chassin (Unit 304 Schooner)

- I. Call to order:** 9:00 AM L. Essex called the meeting to order.
- II. Introduction of Guests:** L. Essex stated that Paulette Chassin was the guest present.
- III. Approval of Minutes for June 2012 Meeting:**
Carol Rolf made a motion to accept the minutes as written. This was seconded by Frank Aaron and the minutes were approved as submitted.
- IV. Treasurer's Report:** Frank Aaron presented the treasurer's report. He noted that the association is in good shape for the first half of the year. Currently there is \$120,238.95 in the operating account and \$146,093.51 in the reserve account for a total of \$266,333.46. He noted that cash flow is on schedule, but it will be tight when Tall Ship begins payment on the window construction. It was noted that one of the liens in process was paid in full.
- F. Aaron stated that he attended the last KKPOA meeting. He told the Board of a book that could be ordered through KKPOA dealing with community collections. C. Rolf made a motion to order this book. L. Allison seconded the motion and it passed unanimously. Aaron will order the book for the Association.
- V. Engineering & Property Manager's Report:**
- a. Bow Window Project: G. Lee reported that work had begun on the 107-207-307 stack. Both he and the contractor are taking pictures as the work progresses to show the rotten frames. L. Essex felt that it would be good to have these pictures available at the Annual Meeting. At the end of the project, L. Essex has asked for a letter from the contractor and the architect stating the windows have been installed correctly.
 - b. Painting Progress – G. Lee reported that painting started in the Cutter building and is now in Ketch. F. Aaron made a motion to pressure wash all steps at all the buildings and paint as needed at the curbs. This was seconded by L. Allison and passed unanimously.

- c. Gutter Repair: Lee noted that this was complete with one exception, that being the elevator shaft in the Yawl building. Discussion followed regarding leaking gutters and some that are spliced together. F. Aaron made a motion to install two downspouts at Frigate and allow up to \$1000 for this. C. Rolf seconded this and the motion passed unanimously.

VI. Existing Business:

- a. Square Rigger Water Meters - L. Allison asked that this be removed from the agenda, noting that KKPOA has not responded.
- b. Janitorial Contract - The Board discussed the current janitorial work at Tall Ship. C. Rolf made a motion to have Foothills bring a new janitorial schedule and bids from two companies to the next meeting. This was seconded by F. Aaron and the motion passed unanimously.
- c. Landscaping – Landscaping was discussed. C. Rolf made a motion to have G. Lee inform Merryscapes to stick to their contract. This does not include mulching or plantings. Also, she requested that someone else cleanup behind Scooner. This was seconded by F. Aaron and the motion passed unanimously.

VII. New Business:

- a. Parking:
 - 1. Phone Call from Owner in Clipper/Parking Abuses - L. Essex noted that there will be parking problems during construction. C. Rolf felt that in another month, the contractors will be gone and parking will then be fine.
 - 2. Marina/Pool Construction - (a) Our contractors need Port-O-Let – per KKPOA. Lee informed the Board that this has been provided. It is located in the Clipper parking lot. (b) Need for Signs? – Neubeck E-mail – The Board felt that this problem was due to the extra July 4th traffic and would not be an ongoing problem. The Board would like to remind owners to turn their parking name signs around when gone for a substantial amount of time.
- b. Window Cleaning – P. Chassin asked about window cleaning. She was told this was removed from this year’s budget due to extra money being needed for the window replacement project. F. Aaron noted that it would be added back to next year’s budget.

VIII. Adjourn:

C. Rolf made a motion to adjourn. This was seconded by L. Alison and the meeting adjourned.

