

TALL SHIP ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

Meeting Date: February 12, 2013

Place: Lake View Room – New Marina Pool Bldg.

Present: Barry Stuart, Carol Rolf, Frank Aaron, Barbara Nykaza, Frank Patterson,
Bob Stojetz, Paulette Keffas-Chassin (Tall Ship BOD)
Geig Lee and Diane Lee (Foothills Property Management)

Guests: None

I. **Call to Order:** 9:00 AM B. Stuart called the meeting to order.

II. **Introduction of Guests:** No guests were present.

III. **Approval of Minutes for January 2013:**

F. Patterson 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 discussed the January 2013 financial report. He stated that Tall Ship maintenance expenses were up during January. The trash room floors were painted and the handrails were sanded and painted. The Board felt this looked good and the price was less than originally budgeted. Aaron noted that electricity and water were up a little. He stated that nothing was transferred to the reserve account in Jan, but will be in Feb. There were no expenses to capital improvements in Jan. He said that prepaid account accounts were \$14,000 and delinquencies were \$11,775. Only one owner is seriously delinquent. Aaron suggested that the Board hire an attorney to attempt to collect these regimes and assessments due or file a lien.

Aaron noted that the budget had been amended to show the increase in the insurance premium for the year. C. Rolf made a motion to accept the revised budget showing the increase for the insurance. This was seconded by Frank Aaron and unanimously approved. Aaron said that funds for the budget would be tight in June. He discussed the revised cash flow. He noted that if following the current projections, the next six to seven years will require regimes of \$850 quarterly and an assessment of \$1000 per year. This would not be extra and would be used on the window repair and replacement program. B. Stojetz noted that Tall Ship did need money badly and wondered about selling the property west of Cutter that Tall Ship owned, in order to get more money for Tall Ship. B. Stuart stated that last time, one or two owners were not interested in selling this property. Stojetz suggested possibly meeting with them to see if their objections could be satisfied.

V. **Engineering & Property Manager's Report:**

a. Bow Window Project: G. Lee reported the scaffolding was almost complete.

He was unsure of the window delivery date. The contractor is supposed to start with units 106, 206, and 306 in Schooner. Lee said if the Board chose to accelerate the number of buildings done each year, the contractor could do two buildings per year. This would include a one-month overlap. Financing for this was discussed. It was reported that banks were not interested in financing an unsecured loan.

B. Stuart asked G. Lee to have the contractor do some touch up painting on the cable boxes.

- b. Gutter and roof repair: G. Lee met with the roofer, J. Piper Co. in an attempt to repair several roofs. Lee noted that one unit had an ongoing problem for two years. He indicated that after the repairs, he had not had any callbacks after our last heavy rain. In December, Lee evaluated the gutters and found problems with drip edges, and over-flowing gutters, as well as, standing water. He noted that this is different from drainage problems and that the drainage system needs to be evaluated. Flashing around chimneys was discussed. Lee felt this would not be too invasive, however he was concerned about cutting the stucco. He felt this repair could be made for around \$1000 per chimney. He felt this could wait until the roofs were replaced, noting that the warranty was still in effect. Aaron reminded the Board that only \$2000 was budgeted for gutters and this will go quickly.

C. Rolf mentioned black streaks on Clipper. Lee had seen them also and felt pressure washing would take care of the problem.

- c. Unit 140 Repairs: Lee discussed the repair at Unit 140 where there was a rotten bathroom floor. He said that the wall structure still needed to be checked for rot. He discussed the problem of the windows leaking where the silicone breaks down and water enters.

VI. Existing Business:

- a. Janitorial Contract- Lee told the Board that the number budgeted for the janitorial for 2013 will work for the janitorial contract. He noted positive feedback from owners and felt the change had been a positive one for Tall Ship.
- b. Landscaping- The Board was concerned about the landscaping and asked G. Lee to get them another quote. B. Stuart will provide the name of the person for Lee to contact.
- c. Beacon Edition – All felt the Beacon looked great. Several owners had commented on this also. It was agreed to send future editions by e-mail to all Tall Ship 105 owners who have e-mail. B. Stuart agreed to send this. Copies will be posted on the bulleting board and web site. Regarding the web site, L. Allison is to work with F. Patterson in redoing it with new software.

- d. Future Project Planning –It was agreed to ask Marshall Clark of MCA Architecture to attend the next Board meeting to give an update on the Schooner project. The Board had asked G. Lee to present a list of future needed items. Lee listed several things including: 1) gutter and fascia repair, 2) Downspout upgrades, 3) Sealant and stucco maintenance. Lee would like to have a seven year expansion joint repair doing one building per year. He feels this would require a budget of \$1000 per year, 4) Rock art repair. This is ongoing with repairs to be complete in May, 5) Power washing. Lee feels part of this can be done through the cleaning contract. He felt the tarps and ropes at Yawl should be power washed. C. Rolf wondered if the power washing could remove the new paint. She had seen two spots in front of her unit. She was told it could, but the cleaning crew could do minor fixes, 6) Paint the rusted can lights. Lee said that not all needed it. He felt we could do a few at a time through the janitorial. 7) Landscape improvements. The Board felt we should do what can be seen first. The road, leisure trail area, and steps were felt to need attention. Lee agreed and will also work on getting stone and boards in place. Lee suggested removing a large river birch tree and replacing it with a smaller ornamental tree. He also wanted to add rain sensors to the irrigation system for around \$50 each. C. Rolf made a motion to install the sensors. This was seconded by F. Patterson and the motion passed unanimously. Mulching was discussed. P. Keffas-Chassin thought that mulch should be about 6 inches back from walls. 8) F. Aaron wanted painting added to the list. Lee stated that the chimneys need painting, since some have three different colors. B. Stojetz wondered how much it would cost to paint chimneys on one building and was told around \$400.

F. Patterson wanted Tall Ship to get a quote on a cell- based system for calls to the Security system. He felt this would be less expensive than the phone lines. Lee will follow up with this.

VII. New Business:

- a. Updating website – This was discussed under “existing business”.
- b. Pruning Request – Yawl Unit 336 – Childs: B. Stuart had a request from Mr. Childs to trim some branches from a tree in front of his unit. After discussion, F. Aaron made a motion that the request be approved with the understanding that there would be no topping and the pruned branches would be removed by Childs. It was also noted that this is not setting a precedent. F. Patterson seconded the motion and it passed unanimously.

VIII. Adjourn:

F. Patterson made a motion to adjourn, seconded by F. Aaron and the meeting was adjourned.

