

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

Meeting Date: Aug. 13, 2013

Place: Lake View Room – New Marina Pool Bldg.

Present: Barry, Stuart, Carol Rolf, Barbara Nykasa, Paulette Keffas Chassin, Frank Patterson, and Frank Aaron (Tall Ship BOD)
Geig Lee and Diane Lee (FPM)
Marshall Clark (MCI)

Guests: Larry Maclean, Gary Moser, and Harold Capitola

- I. **Call to Order:** 9:00 AM B. Stuart called the meeting to order.
- II. **Introduction of Guests:** B. Stuart welcomed the guests present.
- III. **Approval of Minutes for July 2013:** F. Patterson made a motion to approve the minutes as written. This was seconded by F. Aaron and the minutes were approved.
- IV. **Treasurer's Report:** F. Aaron, treasurer, reported that income for July was \$52,981.00 and that expenses are in line with the budget. The reserve account has spent slightly over \$165,000 so far this year on the Schooner window repairs. Aaron noted that delinquencies are \$8,500 and that Tall Ship is working with two owners to get current. At the end of July Tall Ship has \$165, 346.00 in funds. Aaron noted that a cash flow projection was not done this month, awaiting a decision on the end wall repair.

Aaron noted that it is time to start planning the budget for the 2014 year. He felt Tall Ship needs a line item for funding the reserve budget of \$5,000 to \$10,000. He said this needs to be a true reserve account. This would help in dealing with banks. F. Patterson noted that Tall Ship could use the \$1,500 transfer fee as a means of funding this account also.

F. Patterson reported on the financing for the balance of the bow windows and end walls. Nothing has been secured yet, but he has names of several other banks to contact and set up meetings with them.

- V. **Property Manager's Report:** G. Lee discussed additional window leaks that he has had to deal with –four in Frigate and one in Schooner. He noted there was a problem

with the fire alarm system due to an electrical storm. He discussed lighting repairs and falling insulation repairs in several units. He noted that some trees had been trimmed and an old picnic table had been removed. Locks had been lubricated, weather-stripping in some storage buildings was replaced, stumps were ground, and the gutters were cleaned, except for one on Frigate. He said mulch was put behind Schooner to help with the washing problem.

G. Moser reported a clogged down spout at his unit and Lee said he would get a work order written to fix it.

H. Capitola reported the fire department had a problem in Frigate with a battery in the attic. He stated the hole to get into the attic was too small and wondered if at some point, the hole could be enlarged.

B. Nykasa reported that a trash can was missing from their building. Lee will check on it. He will also check on a tarp stored in the back of the trash room.

Engineering Report: M. Clark joined the meeting. There was a discussion of deficiencies in the windows and legal responsibility. B. Stuart noted that Tall Ship had pursued a lawsuit several years ago about building deficiencies and a settlement was reached at that time. L. Maclean asked about recourse from Directors and Officers insurance. Stuart felt that there was not any known structural problem at the time of the last repairs, and C. Rolf agreed that the directors at that time could not have known of the problems surfacing now. Stuart agreed to ask the attorney about this at the meeting next week.

Clark reviewed briefly the presentation from Sunday's owner's meeting. He noted the end walls are not stable and caulking is not the answer. Ultimately barrier EFIS need to be changed to drainable EFIS, where no water would ever get inside the windows. He noted the current project will last for a long time, since the end walls are showing more rot than the rear walls of Frigate and Schooner. He said that bank financing may not be an option and the next option will be how much to assess the homeowners. He thinks maybe \$800 per quarter may be needed to keep the project going. This would be the most cost effective. He would like for the chimneys to be fixed at this time as well. F. Aaron agreed that the assessment would be at least \$3,000 per year. Clark figured one building per year for the next 6 ½ or 7 years. The Board told Clark they were happy with the crew and with the work, but felt it was taking too long, with scheduling being the issue. After discussion, F. Aaron made a motion to get competitive bids after Schooner was completed, on all future work. This was seconded by Keffas-Chassin and the motion passed unanimously. The Board felt there should be a time limit on the contractor to finish the job or be penalized. Both Clark and Lee felt this clause would cause the price of the contract to go up. Clark did note that contracts would be for one building at a time. F. Aaron made a seconded request to have Southeastern supply a list of the number of days worked at Frigate and Schooner. Clark agreed to follow up on this request.

The Board discussed the walls at Schooner. It was decided to complete one wall, since funds are available now and then to decide in September if funds are there to do the second wall. Clark wanted to have Southeastern go ahead and buy six sets of windows and get a better price. C. Rolf made a motion to buy six sets of windows, enough for both ends of Schooner. This was seconded by F. Patterson and the motion passed unanimously.

VI. Existing Business:

A. Beacon Edition: All had heard very favorable comments on the Beacon. C. Rolf asked that P. Keffas Chassin include something in the next addition asking anyone interested in running for the Board to let her know.

B. Updating Website: F. Patterson is still working on this.

C. Handbook Revision: B. Stuart said the handbook needs some revisions. F. Aaron and F. Patterson agreed to help Stuart with this.

Stuart reminded everyone of the cocktail party on Aug 24th at 6 PM in the Lakeview Room in the new Marina Pool Building.

Rock floor repair: G. Lee reported on the rock wall proposal that he received. This included repairing the tripping problem in Frigate and the entrance at Clipper. After discussion, F. Aaron made a motion to move ahead with the rock floor repair. This was seconded by P. Keffas-Chassin and the motion passed unanimously.

VII. New Business: None stated.

VIII. Adjourn: F. Patterson made a motion to adjourn and this was seconded by P. Keffas-Chassin and the meeting was adjourned.