

TALL SHIP ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

Meeting Date: Feb. 18, 2014

Place: Lake View Room – New Marina Pool Bldg.

Present: Carol Rolf, Frank Aaron, Bob Stojetz
and Rob Routman (Tall Ship BOD)
Geig Lee and Diane Lee(FPM)
Marshall Clark (MCA)

Guests: Barry Stuart (#229), Gary and Susan Moser (#206) and Steve Neubeck (#217)

I. **Call to Order:** 9:00 AM C. Rolf called the meeting to order.

II. **Introduction of Guests:** C. Rolf welcomed the guests present.

III. **Approval of Minutes for November 2013 and January 2014:** F. Aaron made a motion to approve the minutes from November of 2013. Bob Stojetz seconded this and the minutes were approved. R. Routman made a motion to accept the minutes from January 2014, with Barry Stuart being added as a guest. Bob Stojetz seconded this and the minutes were approved.

IV. **Treasurer's Report:** Frank Aaron, Treasurer, reported on the current financial situation. He stated the total revenue collected in January was \$102,000. He stated there were several owners behind on paying fees. He stated the board would work with owners on an individual basis if necessary. After 60 days of no payments, the owner would be notified and after 90 days of no payments, a lien would be filed. F. Aaron made a motion to ask the attorney of costs and other alternatives for an owner who falls in this 90 day category.

R. Routman reported on project financing. Frank Patterson is still working with Dan Dobson. B. Stuart reported there is no new news. A committee was formed to work on this, it included F. Aaron, B. Stuart and R. Routman. B. Stojetz stated he would get all contacts from F. Patterson to the BOD. It was agreed to look at project financing more at the next meeting.

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

Engineering Report: M.Clark presented the bid tabulation report on the 12 units at Clipper. He stated there was a large difference in price. Watertight, a specialty wall contractor declined to bid. The highest bidder was Landmark Builders at \$498,263.00. The next

highest bidder was Zorn, a local contractor, at \$465,842.00. The lowest bidder was the current contractor, Southeastern Wall Systems, a specialty wall contractor, at \$306,300.00. The BOD agreed if Southeastern can maintain same staff of people, this would be the most beneficial to Tall Ship. M. Clark's recommendation was to accept the base bid from Southeastern. He also recommended permanently repairing all columns on the rear balconies as well as end walls. Clark stated the window price is \$150 more than last time. He received quotes from two companies, Weathershield and Anderson. F. Aaron made a motion to accept Southeastern's base bid for Clipper building West, Clipper porch columns and Clipper West chimneys and to hold as an alternate, one wall at Frigate by May if there is enough money. R. Routman seconded this, and all were in favor so the motion passed. Column repair was discussed. F. Aaron noted that owners should be aware that porches are a common element, concerning tile. M. Clark stated the schedule would be around 3 ½ months for the base bid. Add 6 weeks for Frigate wall plus time for column and chimney work. He said demolition would most likely start after the windows arrived on site and their delivery would take around 8 weeks. This was discussed. F. Aaron addressed the problem with the dumpster last time and Clark stated it would be covered this time.

Property Manager's Report: G. Lee with Foothills Property Management discussed other maintenance issues. He reported new downspout drains were installed in various locations except the Ketch and Yawl buildings. He also said the ceiling grids were replaced in Yawl elevator. Lee reported there had been water in the elevator pit at Ketch, and that was repaired. He went over other maintenance issues that had been taken care of around the condominiums. He stated this report didn't just cover January, but had been extended from several months of work.

VI. Existing Business:

- A. Bill McLean, the insurance agent for Tall Ship presented a report. He discussed the different companies he received quotes from. It was agreed Tall Ship would accept Travelers over their current company Zurich. Different policies were discussed with different options. No decision was made on the policy. This will be finalized at the next meeting.
- B. The website was discussed. The BOD is checking into new software, hopefully for free.
- C. C. Rolf reported on the parking committee. Different solutions to the parking situation were discussed. C. Rolf will revise the parking rules and bring back to next meeting.
- D. R. Routman reported on the reserve account committee. He found currently banks require a reserve analysis. This was discussed and will be brought up at next meeting. Routman also discussed the need for a reserve analysis expert to develop a long range plan.
- E. The owners survey was reported as being worked on. Some of the questions expected to be included are is the unit rented, prepay options, and owners contact information.
- F. Potential bank loans were discussed. R. Routman reported he was waiting on information from F. Patterson, but will start application. B. Stojetz said based on Patterson's notes, Tall Ship has nothing to take to the banks.
- G. R. Routman talked about dish antennas. He stated the FCC rules. The BOD is investigating ways to improve dish reception.
- H. Shopping cart wheels were discussed. It was stated that Brandon had brought several to Tall Ship but new ones are still needed. The blue cart at Clipper needs to be removed.

VII. New Business:

- A. Explanation letter needs to be sent out to realtors informing them of the upcoming construction through August or September and information on assessments. It was decided to invite all realtors to the April meeting.
- B. Light bulbs in storage rooms were determined would be replaced by FPM as needed and as reported. The bulbs in the storage areas underneath the units would be replaced if requested for a fee.
- C. Other:
 - 1) An owner in the Ketch building is upset about a dog owner not cleaning up after their dog. How to handle this is being discussed.
 - 2) C. Rolf received a call about the parking lots. The owner was concerned about the maintenance it needed. The BOD agreed it needed to be sealed and striped after cracks were repaired. They also noted this would be expensive and could be delayed for a short while. G. Lee of FPM will get estimates for the future.
 - 3) The pest control contract was brought up to be voted on. F. Aaron made a motion to go with Gregory's over Orkin. B. Stojetz seconded this and the motion passed.
 - 4) A registered agent was needed for Tall Ship. R. Routman will fill this out and list Paige Lee of Foothills, as the agent.
 - 5) G. Lee of FPM is attempting to get quotes for trash pick-up. The problem he is finding is local contractors do not want to pick up on weekends and large trucks damage the roads. Also, FPM checked on phone service and found no service changes could be made and rates were rated lower than current contracts.

VIII. Questions and Comments from Owners/Visitors: There were no questions.

IX. Adjourn: F. Aaron made a motion to adjourn. B. Stojetz seconded this and the meeting adjourned.

