

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

**Meeting Date:** March 11, 2014

**Place:** Lake View Room – New Marina Pool Bldg.

**Present:** Carol Rolf, Frank Aaron, Bob Stojetz, Rob Routman  
and Paulette Kefffas-Chassin (Tall Ship BOD)  
Geig Lee, Diane Lee and Keri Cortese (FPM)  
Marshall Clark (MCA)

**Guests:** Barry Stuart (#229), Gary and Susan Moser (#206) and Harold Capitola (#110)

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 February 2014:** F. Aaron made a motion to approve the minutes from February of 2014. 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 February was \$35,650.00. All expenses were in line with the budget. Aaron noted the Capital Reserve Contribution Fund was increased by \$3,000.00 in February and \$1,500.00 in January due to three units selling. Aaron stated the bow window project for Schooner had been paid in full. The Reserve account at the end of February had a balance of \$130,166.00.

Aaron reported on current delinquencies. He stated Tall Ship had 15% of owners in a state of delinquency. It was agreed to watch these accounts for another month and determine whether action needed to be taken.

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

**Engineering Report:** M. Clark started by saying the Schooner building was complete and he distributed the Final Progress Report. The Closeout book was presented to D. Lee of Foothills Property Management. F. Aaron stated he would like a letter signed by the contractor stating the windows were installed correctly. M. Clark said yes, he could get this, even though the warranty would cover it. The next project will be Clipper West with additional work of southern most end of Frigate and the chimneys and columns of Clipper West. This work will start immediately and will cost around \$411,500.00. Clark reported the contractor would be on site tomorrow to measure for the windows. When the windows are ordered, the obligation schedule would begin. This would probably be 6-8 weeks. The Board discussed with Clark the intent to use the same contractor for the other buildings and

not rebid. It was agreed they would make a decision on this by the next meeting. F. Aaron requested the number of work days be reported every month. C. Rolf requested a better report for realtors about schedule of scaffolding, etc. It was agreed the landscaping should be put on hold.

**Property Manager's Report:** G. Lee with Foothills Property Management discussed other maintenance issues. Lee reported the landing at the walkway of the leisure trail at Ketch and Yawl will be repaired. He stated there had been no new leaks reported. It was noted the Schooner elevator wasn't working but Lee did a great job of getting it back up and running within half an hour. Lee stated he has a good working relationship with the elevator repair person at Otis and credited the fast repair to this. The Board discussed an issue an owner had of a dryer vent being unattached. The Board noted that the master deed states dryer vents are a homeowner's responsibility.

#### **VI. Existing Business:**

- A. The Board asked M. Clark to present them with the value to rebuild for insurance purposes, he stated he would get this to them.
- B. The Board stated they have no more information on the Oconee Building Department report.
- C. The website and handbook revision was discussed. P. Keffas-Chassin volunteered to help C. Rolf with this. Currently, new software is being sought.
- D. The Reserve Account Committee had nothing new to report, the account is set up and ready to go.
- E. The parking rules were approved at the last meeting. This copy was distributed. It was noted they were revised to include an exception for maintenance vehicles. It was brought up that parking signs needed to be checked. G. Lee stated he would do this. Other possible revisions were discussed.
- F. P. Keffas-Chassin will do a tabulation of the owner's surveys.
- G. Potential bank loans discussion was moved to Executive session.
- H. The current cable/satellite situation was discussed. R. Routman reported there were a lot of loose cables creating tripping hazards. F. Aaron made a motion to put on hold all external satellite installation until wiring issue is resolved, except for satellites that would be installed on balconies. R. Routman seconded this and the motion passed. A letter will be sent to all owners notifying them of this.
- I. The blue shopping cart at Clipper has been removed.
- J. C. Rolf had notified all realtors of the informational meeting in April. It was noted she needed to notify independent property managers.
- K. Report on potential lawsuit concerning the end walls was moved to Executive session.
- L. G. Lee stated he had nothing new to report on trash removal. Weekend/holiday pick-ups are proving to be a problem. D. Lee reported the current telephone coverage is the minimum Tall ship needs. There is nothing that can be changed to reduce this price. It was noted C. Rolf would remove this from future agendas.
- M. G. Lee stated he would have quotes for seal coating the parking lot at the next meeting.

#### **VII. New Business:**

- A. The Board was approached by an owner requesting he be allowed to install a movable chair lift, at his cost. This request has been made before and not been

allowed because of a liability issue. R. Routman made a motion to communicate to the owner the contents of the previous handicap minutes be upheld. F. Aaron seconded this and the motion passed.

**VIII. Questions and Comments from Owners/Visitors:** H. Capitola stated in 2000, satellites were banned on balconies. The Board answered him and stated the FCC rules require Tall Ship to allow this now.

**IX. Adjourn:** R. Routman made a motion to adjourn the meeting and move into Executive Session. B. Stojetz seconded this and the meeting adjourned.