

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

**Meeting Date:** April 8, 2014

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

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

**Guests:** Barry & Sylvia Stuart (#229), Gary Moser (#206), Harold Capitola (#110) 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 March 2014:** Since the Board had not received the minutes, it was agreed to send them for review and later approval.

IV. **Treasurer's Report:** Frank Aaron, Treasurer, reported on the current financial situation. He stated revenues looked good and expenses were in line with the budget. The operating account has \$107,416.00 in the reserve accounts. There is \$53,739.00 in the building account and \$7000.00 in the second reserve account. Aaron noted that Tall Ship had \$13,910 in delinquencies. This is mainly five units delinquent, with three of these over \$3000.00. It was agreed if there is not payment from these in the next 30 days, liens would be considered. Minimum payments were discussed, but no amount was set. Foothills will send letters to these. Aaron stated that prepaids are over \$24,000.00.

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

**Engineering Report:** M. Clark reported that he had the plans for Clipper West with him at the meeting. He noted that Southeastern Systems signed the contract last month and plans to mobilize on Monday, April 14<sup>th</sup>. Southeastern has already toured the units and measured. He did note that as with the previous buildings, that owners will be responsible for dealing with window treatments. G. Lee asked M. Clark to get a date and Foothills would send a notice to the owners as to when they should remove their window treatments. Clark said scaffolding would be set next week and would be there for about six months. Some of the windows are expected to arrive near the end of April.

He felt the 20 stack would be started the first week of May. F. Aaron asked about the end walls. Clark will have to check with Jerry at Southeastern to see that schedule. Clark stated that Jerry of Southeastern Systems plans to be at the next Board of Directors meeting. C. Rolf questioned the increase in cost. Clark stated that removing the scaffolding and then the labor to bring it back was one reason. Another was the tight working area, making access difficult. Rolf also asked Clark about the values to rebuild and asked him to bring it to the next meeting. Rolf asked Clark to make sure the workers know not to use owners' bathrooms.

**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 has been repaired. The drip edge at the Ketch building has been repaired, to prevent water from getting behind the gutter. Batteries have been replaced in all smoke detectors in the storage, trash, and elevator rooms.

## VI. Existing Business:

**Reserve Account Committee Report:** R. Routman reported that banks are demanding a reserve study in order to consider making loans. Cost for this study was discussed and Routman agreed to get bids.

**Status of lawsuit concerning end walls:** C. Rolf noted that at this time Tall Ship was in the process of determining if a lawsuit is needed.

**Website and Handbook revisions:** G. Moser has located a website of interest. The website revision is on hold right now.

**Dish Antennas, Cable, and U-Verse:** B. Stuart noted seeing a Charter truck on site last week. The Board wants dangling lines and cables on the ground to be buried. Rolf stated she expects problems with dishes once the construction starts. She noted that U-Verse is not scheduled for Tall Ship for at least two years.

**Appraisal Report on Vacant Land:** B. Stojetz introduced Ben Sullivan of Palmetto Appraisals. Sullivan was employed to present an appraisal of the vacant acreage owned by Tall Ship. Mr. Sullivan stated there were three acres available. He felt they would list for \$14,000 per acre. He felt they should not be sold separately, so value would be \$42,000. He felt separating the lots would ruin the value and felt that it would be best used for a single family dwelling. He did note that the market to sell it was not good right now.

**Realtor Informational Meeting:** C. Rolf welcomed the realtors in attendance. She introduced the Board of Directors and persons from Foothills Property Management. She gave each realtor a summary of the windows project and noted this affected both renters and sellers. She discussed the rental agreements needed from each renter. She talked about the parking regulations for Tall Ship and asked each realtor make sure his renters know the rules and abide by them. She discussed pets being kept on leashes and making sure the pet owners clean up after their pets. She noted problems with satellites and cable and said it would take a couple of years to fully resolve this. She asked for questions. One realtor asked for more info to be put on the website. Rolf noted the website is in the process of being updated.

She asked realtors to provide their e-mail addresses and they would be e-mailed the Beacon each quarter. Realtors were asked if Tall Ship sales prices were increasing and was told no, not at this time. Realtors felt the uncertainty of future assessments was a primary reason. Rolf did note that Tall Ship maintained a right of first refusal on a sale and a transfer fee of \$1500 was required.

**Parking Lot Sealing:** It was noted that last time some areas were only seal coated. Cracks have developed and need filling and two coats of sealer applied. G. Lee feels this will cost slightly over \$13,000. Lee felt this could possibly prolong paving for eight years. M Clark recommended not doing the lower parking lot now, since the construction trucks could damage it. F. Aaron made a motion to have G. Lee get a recommendation from the contractor as to how long filling the cracks will last and have this presented at the next meeting. This was seconded by B. Stojetz and the motion passed.

**Trash Removal:** B. Stuart stated that on a previous Wednesday, trash was not picked up. J. Doran has been notified of this. G. Lee noted that Andrzej has requested an additional roll cart. (One is missing at Clipper.) C. Rolf instructed Lee to get enough for three in each building.

**Rock Art:** G. Lee stated that M. Ramey would like to do the rock art repair in May. The anticipated cost for this expense is \$6,700.00, which includes the work and the trip/hotel cost. C. Rolf said this is a budgeted item and told Lee to proceed with the work.

**Request to install freezer in storage area:** An owner in Frigate has requested permission to place a freezer in the storage area. He agreed to be responsible for the power used. C. Rolf agreed to check with our insurance carrier to see if this creates a problem and she will report back to the Board.

**Pest Control:** P. Keffas-Chassin agreed to include in the Beacon, some information about the new pest control company. D. Lee will provide this information for her. Owners will be instructed to call Foothills Property Management for pest problems.

**New Rental Agreement:** P. Keffas-Chassin made a motion to have realtors use the new rental agreement form. This was seconded by F. Aaron and passed unanimously.

**Owner Survey:** P. Keffas-Chassin reported the survey was not complete yet. So far 66 owners have returned the survey. She will publish the results in the Beacon. Of the surveys returned, 19% live at Tall Ship full time. 69% have an intent to occupy part time. 62% want payments spread out, while 24% are interested in prepaying. 52% are opposed to increasing regime payments. 65% are in favor of a TV package deal.

**Executive Session:** At this time F. Aaron made a motion to go into executive session. This was seconded by P. Keffas-Chassin and was unanimously approved.

**Motion to adjourn:** A motion was made by R. Routman to adjourn the meeting, was seconded by P. Keffas Chassin, and was unanimously passed.





