

## TALL SHIP ASSOCIATION BOARD OF DIRECTORS

### MINUTES OF MONTHLY MEETING

**Meeting Date:** July 12, 2011

**Place:** Whitewater Room, Activity Center

**Present:** Barry Stuart, Lester Essex, Rob Routman, Lea Allison, Frank Patterson, Kathy Stanton, Carol Rolf, and Carol Ackerman, for Goldsmith Management

**Absent:** None

**Guests:** Frank Aaron, Harold Capitola, and Mary Williams and Lisa Barker from MerryScapes Landscaping

**I. Call to Order:** 9:04 AM

**II. Introduction of Guests:** Barry introduced the guests: -- Frank Aaron, of 317 Clipper Building; Harold Capitola, of 110 Frigate Building; and Mary Williams and Lisa Barker of MerryScapes Landscaping.

**III. Approval of Minutes of June 14, 2011 Regular Meeting:** Frank Patterson moved to approve the minutes, Lester Essex seconded the motion, and the Board unanimously approved the motion.

**IV. Treasurer's Report:**

Current Financial Situation – As of June 30 the current cash balance is \$124,907. The over 90 day delinquencies amount to \$12,424.

**V. Mary Williams of MerryScapes:** Mary Williams discussed what Merryscapes is doing to maintain plant materials. Mary thinks it will take longer than a year to get the landscaping in a good condition. Mary will begin to replace high maintenance plants with low maintenance plants to cut down on the amount of time necessary for trimming and pruning. Plant removal will begin in front of the Clipper Building and work will continue around the Frigate and Schooner Buildings, including repair of the irrigation system for Schooner Building. Mary Williams will provide Carol Ackerman with landscape updates for submission to the Board. Mary also discussed planting in front of the main sign for Tall Ships. Mary suggested four ways to landscape around the sign – build up the soil; add a stone wall; leave as is; or the Landscape Committee can make improvements. Rob Routman moved to install a rustic wall using interlocking stone blocks of a color that blends with the soil and mulch with Mary Williams to select the material

for the wall. Frank Patterson seconded the motion and the Board unanimously approved the motion.

## **VI. Engineering & Property Manager's Report:**

- Responded to several problems including fire alarms, sprinklers, phone in elevator, elevators down, bugs etc.
  - Retyped and mailed out rental form
  - Elevator fans turned on and the lights replaced that were out.
  - Settlement issues on unit 105, except the window, were fixed.
  - Meeting with landscaper regarding additional hours and extra work and irrigation problems
  - Work order for Randy to fix the drainage at the Ketch Building and erosion at Square Rigger.
  - Picked up parking sign for resident
- A. Canvas & Painting Update - All painting and canvas will be completed in two weeks. Canvas will be delivered on Thursday. Rail painting will be completed this week and starting the floors next week.
- B. Forensic Engineer Update – Carol Ackerman met with Marshall Clark and examined the Frigate Building. The report will be completed in approximately two weeks. Marshall has contacted the engineer who did the investigation for the lawsuit and Carol gave permission for the engineer to give Marshall Clark all records. Carol Ackerman spoke with the attorney from the lawsuit and asked about the possibility of another lawsuit. Attorney Andy Goldsmith, Jr., attorney for the lawsuit against the developer, indicated that it would be nearly impossible to sue because of the statute of limitations, the fact that the problems were reported several years prior without any action, and the fact that the lawsuit settlement included releases of any and all claims, unknown and undisclosed. The major problems seem to be gutters, window, and the large pillars that hold up decks. Due to no drainage holes the water has stayed in and rotted the structural wood.
- C. Gutter Cleaning – Cleaning is completed and Carol Ackerman met the contractor who stated the issue is broken joints and rotted wood behind the gutters so the gutters are not able to be attached. Carol Ackerman requested that Marshall Clark address the gutter situation in his report.
- D. Window replacement 109 and 105 – Carol Ackerman spoke with Marshall Clark, who indicated that the windows need a drip edge to handle the water that goes in between the frame of the five panels. Windows are designed to do this. Caulking, used in the past, is not the proper way to repair the

windows. The Unit 109 window will have to be reinstalled once the water issues around all of the windows are addressed.

## **VII. Existing Business:**

### **A. Landscape:**

1. Irrigation – The irrigation systems are being repaired as needed.
2. Erosion at Square Rigger – Randy is to fix this, but Carol Ackerman may try to get someone else to do the work because of Randy's schedule.
3. Drainage at Ketch – Randy is to fix this, but Carol Ackerman may try to get someone else to do the work because of Randy's schedule.

B. Beacon Articles – Beacon articles are still coming in to Lea.

C. Wireless "Hot" at Tall Ships – Frank Patterson is working on this.

D. Light Post Replacement – Randy has been given the work order. An owner wants to talk with Carol Ackerman before we replace the light post, but the Board asked Carol Ackerman to tell Randy to proceed with the work.

E. Trash Pick Up Problem-Dragging Bags – The Board will continue to monitor the situation.

## **VIII. New Business:**

A. Renter Issues: The Board does not believe there is a privacy issue with the new rental form, as the Board needs the renter's phone number in case the renter needs to be contacted.

B. Car wash station: The hose and nozzle need to be repaired. Carol Ackerman will look into this.

## **IX. Owner Concerns:**

A. Harold Capitola discussed the need to have a floodlight installed by the Frigate Building near the leisure trail steps. In addition, Mr. Capitola asked that the steps going down to the leisure trail be repaired before they fall down. Harold also registered a complaint about one of the painters using unit bathrooms at Frigate Building, units 111, 211, and 311 without permission. Carol Ackerman will contact Lonnie Pirkle to correct the situation. Mr. Capitola also discussed the problem with his bow window and the water sheeting down the Frigate Building since the gutters were cleaned. Mr.

Capitola also discussed a trough area at Frigate Building that is a falling hazard. The Board will have Randy look at it.

- B. The Board appointed Frank Aaron to continue attending KKPOA meetings to provide information to the Tall Ship Board concerning the possible location of the new pool near the Tall Ships.

**Adjournment:** Lea Allison moved for adjournment and Kathy Stanton seconded the motion which was unanimously approved by the Board. The meeting was adjourned at 10:30 AM.

**Respectfully submitted:** Carol Rolf, Secretary

**TALL SHIPS ASSOCIATION BOARD OF DIRECTORS**  
**MINUTES OF EXECUTIVE SESSION (DRAFT)**

**Meeting Date:** July 12, 2011

**Place:** Whitewater Room, Activity Center

**Present:** Barry Stuart, Lester Essex, Rob Routman, Lea Allison, Frank Patterson, Kathy Stanton, and Carol Rolf

**Absent:** None

**Call to Order:** 10:43 AM

**Ad Hoc Committee Report: Property Management:** Barry Stuart expressed his gratitude to the Committee. Lea Allison presented the Committee's report based on three meetings and RFPs that were sent to six companies. Two replies were received from the RFPs -- one from Foothills Property Management ("Foothills") of Clemson and another from Goldsmith Property Management ("Goldsmith") of Greenville. The Committee recommended to the Board that Foothills Property Management be given a one year contract.

Lea Allison moved that we contract with Foothills Property Management for one year of condominium management services based on the company's proposal with the contract commencing on October 1, 2011. Kathy Stanton seconded the motion. After discussion the Board unanimously voted to approve the motion. The Board will immediately send a notice to Goldsmith concerning the Board's decision. Another letter will be prepared to notify Foothills that they will have the new contract for property management.

Lester Essex will obtain bids for transferring paper records to electronic storage.

**Adjournment:** Lea Allison moved for adjournment and Kathy Stanton seconded the motion which was unanimously approved by the Board. The meeting was adjourned at 11:40 AM.

**Respectfully submitted:** Carol Rolf, Secretary