

TALL SHIP ASSOCIATION BOARD OF DIRECTORS

MINUTES OF MONTHLY MEETING

Meeting Date: August 9, 2011

Place: Conference Room – Maintenance Bldg.

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

Absent: Kathy Stanton

Guests: Frank Aaron, Harold Capitola, and Carlos Luria

I. Call to Order: 9:00 AM

II. Introduction of Guests: Barry introduced the guests: -- Frank Aaron, of 317 Clipper Building; Harold Capitola, of 110 Frigate Building; and Carlos Luria, of 216 Clipper Building

III. Approval of Minutes of July 12, 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 – Rob Routman pointed out that there are over \$12,000 in delinquent accounts that are over 90 days old. Carol Ackerman stated that liens have been filed. We now have \$93,000 remaining for repairs and maintenance that will allow painting work for the remaining buildings. Carol Ackerman will obtain quotes to finish the work.

V. Engineering & Property Manager's Report:

- Responded to several problems including fire alarms, elevators down, bugs, trash, and rental issues, etc.
- Fixed settlement issues on unit 105, except the window.
- Met with landscaper regarding extra work and irrigation problems and shrub trimming as well as dead tree removal.
- Met with Randy and reviewed the following list of repairs:
 - Removal of old tile adhesive buckets in storage area
 - Fixing lights going down to trail

- Discussed pouring of concrete at the Frigate Building in order to obtain a price
- Drainage issues
- Fixing spigot at car wash and buying new hose
- Went over lights to be replaced
- Directed him to replace some burned out lights
- Picked up parking sign for resident
- Researched land ownership at the county
- Answered all calls and e-mails

A. Canvas & Painting Update – All floors will be completed on Frigate by next Wednesday – 8/17. Mr. Pirkle also needs to paint the four gang windows on Frigate Building where wood is exposed.

1. Contractor Use of Condos & Master Key -- The homeowner of 211 Frigate is to contact Lonnie Pirkle to get repairs done for any damage done by a worker. The master key must be obtained from the maintenance building by workers each day and is not to be copied.

B. Forensic Engineer Update – Carol Ackerman dropped off copies of the engineer's report to Barry Stuart. Rob Routman said the Unit #s were not correct. Rob Routman indicated that he would like to get some cost estimates. Carol Ackerman explained that all of the windows must be removed and new windows properly reinstalled to stop leaks in the Frigate Building. Carol Ackerman was instructed to get estimates to repair and/or replace windows in the leaking 309-209-109 stack. The issue of various reclad options, such as drainable stucco or a brick façade, was to be part of the exhaustive long term study by the committee. If reclad versus repair is warranted, proposals should be presented to the community first. Barry Stuart set up a committee chaired by Lester Essex and including Frank Patterson and Carol Rolf to report back on future repairs based on the forensic engineer's report. Lester Essex will call Paige Lee from the new management company to get him involved in the discussions.

C. Updated Reserve Analysis – No update until we review engineer's report and decide how to proceed.

D. Gutter Cleaning – Completed.

E. Window Replacement -- #109 – No further report until quotes are received for the X09 stack.

1. Window -- #105 – Frank Patterson moved to have Carol Ackerman proceed to replace the bow window section in # 105 per the home inspection report. Lester Essex seconded the motion, which was unanimously approved.

F. Car Wash Station – Randy will be completing the repairs today

G. Concrete Step and Frigate Building – Randy priced out the cost of repair, which would be \$1,250. Carol Ackerman will try to obtain another quote.

H. Floodlight at Frigate – Randy will repair.

VI. Existing Business:

A. Landscape:

1. Irrigation – The landscaper has indicated that the irrigation system at Schooner has been repaired.

2. Erosion at Square Rigger – Still investigating.

3. Drainage at Ketch –. Randy is trying to determine where the water is coming from and will then repair with a solid pipe.

B. Beacon Articles – No new articles have been submitted, but we should have an article concerning the new management company. Barry Stuart will get that from the new management company.

C. Wireless “Hot” at Tall Ships – Nothing new to report.

D. Light Post Replacement – Light boxes will be completed by August 18.

E. Trash Problems – Still problems with trash removal. It appears that renters are generating trash, especially over weekends, and by Sunday nights the trash is overflowing.

F. Renter Issues:

1. Renters’ Form – Brian Greer, a rental agent for 1st Choice, believes the form is a violation of privacy rights. Carol Ackerman explained that we are

not asking for more than what is on the 1st Choice form. Barry Stuart will explain to Brian Greer that we expect the form to be used as is.

VII. New Business:

A. Trimming Requests --

1. Childs – Unit 336 – He wants to prune branches in front of his unit. Carol Ackerman told him he needs to go to C.A.R.E., obtain consent from all affected neighbors, and present the consent to the Board before the Board can consider his request.

2. Douglas – Unit 337 – He wants to top trees near Schooner, which is not permitted by the C.A.R.E. rules. In addition, he would need to get consent from all affected parties, present the consent to the Board, and obtain approval from C.A.R.E. before the Board could consider his request.

B. Electronic Record Storage – Goldsmith has seven banker's boxes of records. One box includes materials from the lawsuit. Lester Essex obtained a quote to scan at 20 cents a page. A new scanner/filing system would cost \$400 to \$500 and would require a person to scan the documents. We would also require a computer and backup system. Rob Routman suggested that we obtain information on professional electronic storage similar to what attorneys might use. Carol Ackerman will obtain some additional information and costs for professional electronic storage similar to what attorneys use.

C. 2011 Major Capital Projects – Carol Ackerman spoke with Glen Gilbert of KKPOA concerning the potential location of the pool and marina building at the end of Tall Ship Drive. Carol indicated that at a minimum KKPOA should provide landscaping to screen the new construction from Tall Ship units, include no parking signs, and install speed bumps on Tall Ship Drive. Carol Ackerman recommended that the Board submit a letter to KKPOA asking for these three items. Carlos Luria discussed the environmental impact of the proposal and a possible agreement that might exist with Isaqueena Point concerning future construction. Frank Patterson and Carlos Luria will look into the agreement after the vote is completed by the Keowee Key community on the capital projects.

D. Gutter Repair – Carol Ackerman will obtain reports to repair the gutter strapping.

- E. Unimproved Property Owners – Lea Allison raised an issue from a real estate sales person who plans to prepare a petition concerning the ability of people to purchase unimproved amenity lots and unimproved lots, which allows people to purchase property outside Keowee Key and still use the Keowee Key amenities for a fee. The petitioner believes this policy is taking away from sales at Keowee Key, including sales of Tall Ship units. Lea Allison will bring the petition to the next Board meeting for its consideration.

VIII. Ad Hoc Committee Report: Property Management:

- A. Transition Issues and/or Problems – Barry Stuart received an e-mail from Goldsmith concerning transition to the new management company. The Board recommended that the letter be submitted to the new management company to work with Goldsmith to complete the transition.

Adjournment: Lea Allison moved for adjournment and Frank Patterson seconded the motion which was unanimously approved by the Board. The meeting was adjourned at 10:38 AM.

Respectfully submitted: Carol Rolf, Secretary