

TALL SHIPS ASSOCIATION BOARD OF DIRECTORS

MINUTES OF MONTHLY MEETING

Meeting Date: April 12, 2011

Place: Whitewater Room – Activity Center

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

Absent: None

Guests: Frank Aaron, 317 Clipper

I. Call to Order: 9:05 AM

II. Introduction of Guests: Barry Stuart introduced Frank Aaron, 317 Clipper

III. Approval of Minutes of March 8, 2011, Regular Meeting: Frank Patterson moved to approve the minutes, seconded by Lester Essex, and approved by Frank Patterson, Rob Routman, Lester Essex, Lea Allison, and Barry Stuart. Kathy Stanton and Carol Rolf abstained.

IV. Treasurer's Report:

A. Current Financial Situation: The financial report was not yet available and will be presented next month.

V. Engineering & Property Manager's Report:

A. Canvas & Painting Update: The contractor is still working at Frigate per agreement.

B. Forensic Engineer Update: Carol Ackerman has contacted several companies who would look at stucco and rotting window problems at a rate of \$200 - \$300 per hour. Possible solutions might include new venting and installation of water drip holes with stucco repairs or refacing of buildings. Lea Allison moved that we have Carol Ackerman contact the one forensic engineer that has made a bid and have the engineer inspect the Frigate Building, make a recommendation for repairs and costs, and proceed with the inspection if the cost is not in excess of \$10,000. The motion was seconded by Lester Essex, and unanimously approved.

C. Updated Reserve Analysis: All reports were not available in order to conduct the analysis.

D. Gutter Cleaning: Belfour Engineering and Construction (Belfour) has reported that the gutters need to be cleaned and downspouts cleared. Lester Essex requested that the downspouts be repaired. Belfour has submitted the lowest bid for cleaning and repairing the gutters and downspouts in the amount of \$4,400. Lester Essex requested that we have the contractor take before and after pictures as work progresses. If the gutter guards are removed and replaced, it will require approval of the C.A.R.E. Committee and the cost for replacement will be \$6.50/foot. Lea Allison requested that we obtain another bid from Belfour if we remove the gutter guards and do not replace them. Frank Patterson made a motion to accept the contract submitted by Belfour for \$4,400 to remove the gutter guards, repair and reattach gutters and downspouts, and clean gutters and downspouts, with adjustments to be made in the cost of the contract because the gutter guards do not need to be reinstalled. In addition, Carol Ackerman will request that Belfour submit an additional contract to clean the gutters and downspouts in the fall at the same cost as the spring cleaning. Kathy Stanton seconded the motion, and the motion was unanimously approved.

E. Window Replacement -- #109: We are waiting for the window to come in, and once it does it will be installed.

VI. Existing Business:

A. Snow Removal Update: We are waiting to hear back from Marina Villas on the services they receive for snow removal. Carol Ackerman will have the salt stored on the second floor of each building.

B. Landscape: The C.A.R.E. Committee will meet with Merryscapes to have tree removal approved. Merryscapes will begin installing plants.

C. Beacon Articles: We are still waiting to hear from Carlos Luria on putting together the *Beacon*. We will put a copy of the new rental form into the *Beacon* with an amendment that pets must be on leashes and there must be cleanup after pets.

D. Wireless "Hot" at Tall Ships: Frank Patterson is waiting to hear back from some companies on installing wireless access. These companies would collect the fees from renters, and owners would be able to connect to the wireless access if desired.

E. Letter to #305 Re: Ceiling Stain: Goldsmith sent a second letter to the owners of #305 to pay the costs for a dishwasher leak that leaked into #205.

F. Kitchen Vents: Lester Essex presented a plan for installation of a kitchen vent. The board requested that Rob Routman and Carol Rolf review the condo documents to determine if this would be allowable.

G. Community Patrol Question: Kevin McCracken sent a letter back to Barry Stuart that community patrol patrols Tall Ships on a daily basis.

VII. New Business:

A. Unit #130 Inspection Report: Unit 130 is under a sales contract. One item discovered after an inspection was a cut in a floor joist. The Board requested that the realtor determine if the owner was the one who had the floor joist modified and installed a new pipe. The Board requested that Carol Ackerman explain to the owner that if this is the original pipe and not a modification then the construction has already been approved based on inspections that took place in regards to a lawsuit concerning original construction. However, the owner needs to determine who made changes if this is not original construction, and the person who made the modifications will need to pay for the repairs. Carol Ackerman will also explain to the owner that the patio door and water heater are the responsibility of the owner.

B. Communities for Marines: We have been requested to tell owners who rent units about a program that allows disabled and returning Marines to stay at units for free for 3 to 7 days with their families. These are the same Marines who visit each year. The organization (c4warriors.org) sponsoring the program will pay the costs for the cleaning.

C. Clipper Building Elevator: The state requires that the elevator in Clipper Building be inspected monthly because it has four floors. Carol Ackerman will do the inspection and complete the sign off.

VIII. Closed Session:

A. Mgmt. Contract Discussion: Frank Patterson has been in contact with another firm (Dean Martin) concerning management services. Barry Stuart has been in contact with Goldsmith concerning cost of management services. Rob Routman moved that we no longer pursue an arrangement in which Carol Ackerman might be in violation of a non-compete agreement, and that Barry Stuart contact Goldsmith and request that financial reports be made available to the Board by the second Monday of each month and that Carol Ackerman be present at all monthly meetings. Lea Allison seconded the motion, and the motion was unanimously approved.

B. Repurchase Waiver: Rob Routman moved that the Board waive its right of first refusal to purchase Unit 130, and that for the balance of the year the President has the right to issue the rights of first refusal. The motion was seconded by Lester Essex, and the motion was unanimously approved.

Adjournment: Frank Patterson moved for adjournment, which was seconded by Kathy Stanton, and the motion was unanimously approved. The meeting was adjourned at 11:45 AM.

Respectfully submitted: Carol Rolf, Secretary