

## TALL SHIP ASSOCIATION BOARD OF DIRECTORS

### MINUTES OF MONTHLY MEETING

**Meeting Date:** January 18, 2011

**Place:** Activity Center, Cherokee Room

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

**Absent:** Kathy Stanton

**Guests:** Virginia Sholar, Steve and Mary Neubeck, Sylvia Stuart

**I. Call to Order:** 9:02 AM

**II. Introduction of Guests:** Barry Stuart introduced Virginia Sholar.

**III. Approval of Minutes of November 9, 2010 Meeting and the Annual Meeting:** Frank Patterson moved to approve the minutes, Lester Essex seconded, and the motion was approved by all, except Lea Allison and Carol Rolf who abstained.

**IV. Treasurer's Report:**

*A. Current Financial Situation:* There is not a lot of difference in the current and last year's balance sheet. The problem is we have been paying for things out of the capital reserve account, so we don't have accurate figures of what has been spent in the past for purposes of future planning and budgeting. Carol Ackerman pointed out that the ending balance for 2010 was a loss of \$3,358.43, which can be offset with fees not collected.

*B. Delinquencies:* There are currently \$5,000 in delinquencies, and one property has a lien.

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

*A. Canvas & Painting Update:* The contractor has been put on hold on Yawl in order to complete Frigate. Some of the newly painted yellow stripes are chipping off and Carol Ackerman will speak with the contractor. The contractor will also adjust loose canvases.

*B. Window – Unit 109:* A contractor provided a quote to replace the window. The markup was quite high, so Carol Ackerman is seeking a price from the manufacturer and from another person to replace the window. Rob Routman suggested that we replace windows with like materials to maintain uniformity. A discussion took place concerning the plastic sashes for the gang windows. Carol Ackerman has obtained a price for replacement kits that a homeowner can purchase.

C. *Updated Reserve Analysis*: Carol Ackerman will be meeting with forensic engineers to determine what we need to do to maintain major components including stucco, windows, foundations, and gutters. The buildings are constructed with EFIS stucco, which is difficult to penetrate and does not allow water to escape.

## **VI. Existing Business:**

- A. *Rentals – Form*: Frank Patterson has the rentals form. He will send it out to the board by e-mail.
- B. *Landscape – Report*: Rob Routman asked that leaves be removed around all areas of buildings that are grassed, as some areas still need to have leaves removed.
- C. *Beacon Articles*: A discussion took place on whether the *Beacon* was still necessary. Frank Patterson, Rob Routman, and Carol Ackerman will submit articles for the next *Beacon*. Barry Stuart will ask Carlos Luria to send the logo and template for the *Beacon* to Lea Allison. The next *Beacon* will appear on the website and be mailed with the next bill for condo fees in March-April.

## **VII. New Business:**

- A. *Owners Concerns – Annual Meeting*: One issue raised concerned transfer fees. A realtor at the meeting stated that the transfer fees did not affect sales, but rather pricing might be the issue. The Board discussed transfer fees and decided to continue with the fees at the present time. The second issue was the timeliness of the notice for the increase in condo fees. A 90 day notice is required before increasing the fees, and the Board will provide a proper 90 day notice in the future of any increases. Another issue concerned broken sprinkler heads. Carol Ackerman will ask the landscaper to check all sprinkler heads and replace any that are broken once weather permits. Barry Stuart will remove a duplicate parking sign on a curb in Square Rigger. Lester Essex notified Carol Ackerman that cable TV wires are still hanging off of two buildings.
- B. *Wireless “Hot” at Tall Ships*: Kevin McCracken contacted Barry Stuart as to whether Tall Ships had ever considered a wireless connection. The Board had looked at this in the past, but voted against it. There was also a tax concern if we tried to charge renters for the service. Barry Stuart will contact Brian Greer to find out the needs of renters and whether they would be willing to pay for wireless Internet. Rob Routman suggested we could look at a Direct TV system that would include TV, phone, and Internet.
- C. *Snow Removal – Sholar Presentation & Luria E-mail*: Ms. Sholar asked that the board consider entering into a contract or retainer to clear not only the parking lots, but also the entrances to the buildings and aprons to the mailboxes that could have used snow melt in addition to sand. A suggestion was made to contract with KKPOA or have the landscapers subcontract with someone with a plow. Carol Ackerman also suggested putting bags of salt or snowmelt in the storage closets next to the elevators. Rob Routman moved that we obtain a quote from KKPOA, A+ Cleaning Services, and from Marryscapes to plow the parking lots and to have Carol Ackerman purchase one shovel, one bucket, and one bag of salt per building to be stored in the trash rooms. The motion was seconded by Lester Essex and all voted in favor.

- C. *Insurance Policy Proposal:* The insurance must be renewed by the end of January, 2011. The Board reviewed quotes, but will be receiving additional quotes. Frank Patterson will obtain the additional quotes. Barry Stuart will schedule a special meeting to consider all quotes before the end of January.
- D. *Grocery Carts:* Frank Patterson will look into replacing the shopping cart for the Yawl building.
- E. *Landscaping:* The Neubecks, who are in 217 Clipper, discussed a tree that is growing up the side of the building, trimming of Crepe Myrtles along Tall Ship Drive, and a tree across the road that blocks the view of the lake. Lester Essex explained that the Care Committee controls trees. Marrayscapes will be trimming the Crepe Myrtles in the spring.
- F. *Invoices:* Invoices were submitted for a total of \$351.12 for snow shoveling and \$120.00 for salt. Rob Routman moved to pay the invoices, Frank Patterson seconded the motion, and all voted in favor.

**VIII. Adjournment:** Frank Patterson moved for adjournment, which was seconded by Rob Routman. The meeting was adjourned at 10:07 AM.

**Respectfully submitted:** Carol Rolf, Secretary