**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**:

October 11, 2022

**Call to Order**:

B. Stuart called the meeting to order.

**Present**:

Frank Aaron, Kevin Botsford, Gary Crumbley, Star McKinney, Barry Stuart (BOD)

Geig Lee and Diane Lee (FPM)

Guest: Sylvia Stuart (229), Tom Harnett (234)

**Questions & Comments from Owners/Visitors:**

O. Borys (zoom) stated she needs all reports for the Beacon turned in by October 23, 2022. The Beacon will be published by October 30, 2022.

T. Harnett mentioned an issue with pet waste and owners not cleaning up behind them. M. Dahill will be contacted regarding installing pet waste stations.

**Approval of Minutes**:

F. Aaron motioned to approve the September minutes. G. Crumbley seconded this motion and the motion carried.

**Treasurer's Report**:

F. Aaron reviewed the September financial. Currently 86 units have prepaid the assessment, leaving 34 units still owing. Premier loan balance as of September 30, 2022 is $624,586.82. The new prepayment amount for October 20th is $18,570.00.

The balance of the Operating account as of September 30, 2022 is $193,705.11.

The balance of the Capital account as of September 30, 2022 is $59,980.05.

The balance of the Bad Debt account as of September 30, 2022 is $100,000.00.

The balance of the Assessment account as of September 30, 2022 is $53,593.74.

As of September 30, there are 2 delinquencies. There was 1 new owner fee paid in the month of September.

F. Aaron motioned to make a one-time payment of $10,000.00 towards the loan principal. G. Crumbley seconded this motion and the motion carried.

F. Aaron motioned to rename the Bad Debt Account to the Bad Debt on Loan/Capital Reserve Account. Reassign all new owner fees over the budgeted amount of $4500 in the Bad Debt Account in the current year to the Bad Debt on Loan/Capital Reserve Account. Assign all future new owner fees to the Bad Debt on Loan/Capital Reserve Account. Establish a goal for the Bad Debt on Loan/Capital Reserve Account to reach $250,000.00 before any funds are utilized unless the HOA experiences a very significant cash position below $100,000.00.

Motion passed.

S. McKinney discussed landscaping the area behind Ketch. The retaining wall is now failing and pressure washing is needed on the steps.

The Budget meeting will be held the first week of November. After all expenses are completed the regime fees will be determined.

**Engineering & Property Manager’s Report:**

Columns are currently under repair.

An owner has reported an old gutter in the stucco at Clipper. The repair will require cutting an overgrown Holly tree in order to set up scaffolding. An alternative to this expensive repair, would be to add a piece of trim piece, and add flashing to prevent future leaks.

Dehumidifiers have been inspected and most are off. Crawlspaces are dry and warm as should be.

Lee reported water heater repairs ongoing in the 3rd stack at Ketch building. Sections will need to be opened to investigate high moisture readings. Dehumidifiers will need to be installed once power is added to support them.

Clipper floor painting will begin within the next 2 months.

**Parking lot lighting**: Work order is in and awaiting Duke. S. Stuart discussed white lighting; Lee suggested using reflective wall paint.

**Elevator:** Door operators were replaced at Yawl and Schooner last week. G. Crumbley asked for an itemized list of elevator repairs completed. S. McKinney asked about the warranty and life expectancy. This information should be in Beacon.

**New Repairs:** Facia and stucco. Ketch building has issues with honey bees. Louvers have been removed twice however they have many access points. S. McKinney suggested using paper hornets to deter wasp, bees and dirt dobblers.

**Schooner alarm repair:** Priority needs to complete an inspection of all units.

**Landscape Report: Current projects-**

T. Harnett stated they are awaiting landscaping quotes; tree company will be here on Friday. G. Lee needs 1 yard of mulch. A landscaping committee will be held next week. All landscaping invoices should be sent to Susan Harnett.

**Parking:**

New owners should be given information at closing.

**Old Business:**

Janitorial; Clipper still having issues with trash outside. Most likely visitors abusing. S. McKinney stated a key is needed to access the trash rooms; this statement should be added to the Beacon.

G. Lee has met with 2 subcontractors to get pricing for trash pickup.

**Occupancy Issue:**

Limit to 8 persons per unit. Should be discussed at the annual meeting and put in Beacon.

**Gregory Mosquito Control:**

Gregory’s have treated once but March and April will be the real test.

**Pest Control:**

The Board discussed Gregory Pest Controls service and what they do.

**New Business:**

F. Aaron discussed owners whom rent their units should pay a fee to Tall Ship due to increase costs.

**Adjourn:**

F. Aaron motioned to adjourn the meeting. G. Crumbley seconded this motion and the motion carried.