**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**: January 10, 2017

**Place**: Lake View Room – New Marina Pool Bldg.

**Present**: Olimpia Borys, Gary Moser, Frank Patterson, Rob Routman and Barry Stuart (BOD)

Diane Lee and Geig Lee (FPM)

**Guests**: Frank Aaron (317), Sylvia Stuart (#229), Bill McLean (Bankers Insurance)

**Call to Order**: B. Stuart called the meeting to order.

**Introduction of Guests**: B. Stuart welcomed the guests present.

**Approval of Minutes**: R. Routman made a motion to approve the amended minutes from the October meeting. Routman made a motion to approve the December annual meeting minutes after amending. O. Borys seconded this motion and the motion passed. F. Patterson made a motion to approve the December organizational minutes. The November minutes were approved as amended.

**Architects Report:** B. Stuart stated M. Clarke is unable to attend the meeting due to weather. Work should resume next week and the punch list items should be completed, weather permitted.

**Insurance Report:** B. McLean from Bankers Insurance summarized the Tall Ship insurance policy that is up for renewal January 31, 2017. The current policy is written under Travelers and due to cost being so high the Board asked for quotes. Bill stated that seasonal and rental properties have fewer carriers. After discussion and comparison, F. Patterson made a motion to approve the new Travelers Insurance policy. O. Borys seconded this motion and the motion passed.

**Treasurer's Report**: The Treasurer discussed the current financial situation. Currently, the balance in the assessment account is $178,665.06. The balance in the reserve account is $273,244.09. R. Routman discussed the need to increase regime fee’s to maintain a reserve balance needed for future repairs.

G. Lee mentioned tarps are beginning to come off of ropes and seem to show their age in building where tarps weren’t replaced. Some tarps are in need of repair. R. Routman stated he will obtain a quote from Anderson Boat Canvas and put in reserves for future. Roof sealing will also be added to the reserve for 2019 and elevator upgrades in 2024. Parking lot repaving is scheduled for 2026.

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**Liens and Delinquencies:** R. Routman discussed two accounts that are severely in arrears. After discussion, the Board agreed to move forward with a foreclosure on Unit 103. R. Routman moved to remove the owners parking sign name plate immediately and instructed Foothills to mail out a letter with proof of delivery to the unit owner stating that the name plate has been removed and is no longer available to you. F. Patterson seconded this motion and the motion passed. The Board asked that Foothills contact the attorney regarding the other delinquent account.

**Single Assessment Proposal:** B. Stuart stated he had met with a rental agent to discuss a prepayment of assessments. The agent asked if the assessment could be paid off early at a new sale. This will be possible with an additional $100.00 fee as well as administration costs to cover a new amortization chart. R. Routman stated they must wait on the final construction invoices before making a decision on payoff.

**Property Managers Report:** G. Lee reviewed the December building repairs:

* Repaired downspout drains on Cutter and Clipper
* Replaced fire extinguisher in Schooner; Water in pit @ Cutter, Replaced bulbs in Clipper elevator, and removed stored materials in elevator room
* Installed river rock @ Cutter and Square Rigger; Installed liriope at left side of Cutter to prevent erosion
* Installed a drain at Schooner; Installed rip-rap behind Cutter; Installed liriope and mulch on the left side to prevent erosion

**Landscape report:** G. Lee stated we are moving forward with some plantings, some smaller areas are still in need of mulching. Lee suggested maintaining the current level of landscape improvements.

**Winterizing Irrigation:** G. Lee stated spigots are frost proof and drain themselves therefore, they will not freeze unless a hose is connected to the spigot preventing it from draining itself.

**Existing Business:**

**Master Key Program:** B. Stuart stating the Bylaws require all units to be on a master key. G. Lee will present quotes for rekeying all units.

**Satellite Dish Removal:** Foothills will begin removing satellites and cables this week. All holes will be plugged with silicone.

**Deck policy**: R. Routman discussed the new third draft of the deck declaration policy. A modification was made to the verbiage. R. Routman moved to adopt the third draft as amended. G. Moser seconds the motion and the motion passed. The approved deck decoration policy is as follows:

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Deck Decoration Policy

Decks must reflect the architectural motif of the community and are subject to regulation by KKPOA CARE and Tall Ship Association, Inc. As designed, railings are white with blue tarps and the deck stucco walls and ceiling must retain their original coloration. As designed, decks are open and may not be wholly or partially enclosed by any material or means whether temporarily or permanently. Use of outdoor curtains or any other hanging decorative and or functional material that was not part of the original deck design is prohibited. Ceiling fan color and style are the owner’s discretion within reason.

**Newsletter:** O. Borys discussed the January newsletter contents, and checked facts for the articles.

**Discussion:** G. Moser discussed an issue with owners doing construction without board approval. A reminder will be placed in the January Beacon.

**Adjourn:** G. Moser motioned to adjourn. R. Routman seconded this motion and the meeting adjourned.

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