**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**: January 12, 2016

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

**Present**: Barry Stuart, Bob Stojetz, G. Moser, F. Patterson and Rob Routman (BOD)

 Geig Lee and Diane Lee (FPM)

**Guests**: Doug & Barbara Click (#212), Harold Capitola (#110), Marshall Clarke (MCA)

**Call to Order**: 9:00 AM B. Stuart called the meeting to order.

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

**Approval of Minutes for November & December**: F. Patterson made a motion to approve the minutes from November 10, 2015 and December 13, 2015 as written. G. Moser seconded this motion and the motion passed.

**Treasurer's Report**: R. Routman presented the current financial statement to the Board for discussion. Currently, there are 7 delinquent accounts. 1 unit in foreclosure, 1 unit has a lien filed, 1 unit is in bankruptcy and 1 unit is awaiting a lien to be filed. The remaining 3 accounts are expected to be paid. The Board decided to send the current invoices for the unit in bankruptcy to the trustee and attorney.

In disbursements, maintenance is under budget. Utilities are over budget. Administrative is under budget and miscellaneous is under budget. The reserve contributions were not made in November and December due to insufficient funds. The Board expects the recent increase in regime fee’s to help with finances.

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

**Bow window and end wall project:** M. Clarke reported that the project is moving along well at the Square Rigger building. There have been some termite damage and rot repair. M. Clarke presented a change order for the column repair of Square Rigger totaling $588,672.00.

**Invoice approval:** M. Clarke presented the Board with the invoices from MCA totaling

$8,468.66 and SE totaling $103,953.96 due currently for approval. After discussion,

R. Routman made a motion to approve the invoices. F. Patterson seconded this motion and the motion passed.

**Attorney Reply – Unit 201:** R. Routman discussed the attorney’s reply on the repair bill. After discussion, the Board decided to wait until the 90 days are up and decide on filing a lien for nonpayment.

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**Other repair and maintenance issues:** G. Lee discussed the current maintenance and repairs that are on schedule or have been completed. Lighting repairs, crawl space and vent repairs, photo cells and several roof leak repairs have been completed. The repairs needed at the leisure trail have been done as well. Over 60 crossties were installed on the walkway and Geig feels this repair will last up to 5 years. G. Lee suggests that the lighting be upgraded. G. Lee stated roof leaks are still ongoing. G. Lee, Southeastern and Piper Roofing are working together to address the leaks.

The Board discussed the issue with satellite dishes and wires. After discussion, the Board decided to renotify all owners that effective January 2017 no wires or dishes will be allowed on common grounds. Also, no penetration of wires will be permitted in new walls. Flat wire can be required. Foothills will also send a letter notifying owners with the next billing and include KKPOA rules.

**Landscape report:** G. Lee reported that he is still working with the irrigation person to get the leaks repaired. As soon as this repair is complete they will go forward with plantings. G. Moser suggested turning off the sprinklers through the winter and monitor rain amounts.

**Existing Business:**

**Parking issues:** Additional parking for Ketch and Yawl is available at Square Rigger.

**New Business:**

 **Master Key Abuse:** The Board discussed the abuse of master keys at length. Doug Click stated himself as well as other owners are very concerned for security and feels that the control of the master key has been compromised. After further discussion by the Board to determine how to handle the situation, R. Routman made a motion to authorize a 2nd master key, which any concerned homeowner can rekey at their expense. Henceforth, a procedure for checking out master keys will be developed and identity must be confirmed. G. Moser seconded this motion and the motion passed.

 **C.A.R.E. Phone call:** The Board discussed a phone call from CARE regarding the following issues:

 1) Leisure trail closing: Portions of the leisure trail will be closed for repair on the leisure trail bridge and people may be using Tall Ship steps and parking spaces. The Board stated they want the contractor’s information as well as Insurance information. B. Stuart will set up a meeting with KKPOA.

 2) Plastic curtains Unit 212: CARE is concerned that it is adding a room and changing appearance. This would require CARE approval. The Board will table this for now and wait for CARE to decide how to handle the situation.

**Adjourn:** R. Routman made a motion to adjourn. F. Patterson seconded this motion and the meeting adjourned.

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