**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**: March 14, 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)

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

**Approval of Minutes**: O. Borys motioned to approve the February 14, 2017 minutes. The motion was seconded by F. Patterson. R. Routman has amended the January 10, 2017 minutes with the deck policy; each board member is to receive a copy.

**Treasurer's Report**: Electricity is over budget due to short days and lights running longer. This number will adjust after time change. Current bulb will be replaced with LEDs when they fail. The reserve balance is $334, 694.12 and the assessment account balance is $244,785.23.

* Liens and delinquencies: The board decided to give 30 days for delinquent owners to respond. A plan will be made with owners on how to get their accounts current. If owners do not respond, the board has made the decision to go forward with foreclosure.
* Bank Loan and Maintenance/Advances: The bank loan amount is 3,856,287.39. For each unit, the amount due would total to $32,136. On the 15th of June, the final figure will be known. The special assessment amount will depend on interest rates for loan.

R. Routman voiced an amendment should be made to the debt policy. This amendment will be voting on next month. O. Borys will construct a draft for the board to review.

**Property Managers Report:**

**Master Key Program:** G. Lee noted the master key program is scheduled for Tuesdays and Thursdays. Two buildings per week will be completed. G. Lee stated the master keys will be kept by FPM or a representative from the board. He continued that for renters, we will ensure the property management companies have new keys. The completion day is estimated for the first week in May. G. Lee stated a letter will be sent to owners for notification.

**Satellite Dish & Wire Removal:** G. Lee stated **t**he satellite dish and wire removal is still underway.

**Landscape report:** G. Lee will be inspecting the grounds with Meryscapes. G. Lee voiced many plants need pruning back to normal height after bloom. G. Lee hopes to meet with Mr. Shirley, who is the landscape designer, next week. G. Lee continued, leaf removal is a part of the landscaping contract. He added we need to enforce this.

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**Property Management Report Continued…**

**Carpenter bees:** G. Lee reviewed his plans to prevent carpenter bees this summer. G. Lee has purchased traps and lure which will be installed on the end of stairwells. Any existing holes made by bees will be sprayed with chemical. Traps will be distributed in April as the weather warms up.

**Gutter Repairs:** Gutter repairs will begin in a couple of weeks. The repairs will be made to the inside corners at the front of building to prevent rot from occurring. G. Lee stated to add a downspout, he estimates would be $550. G. Moser made a motion to allow G. Lee to use up to $750 to add downspout and underground connections to the Schooner building. O. Borys seconded this motion. This motion passed unanimously.

**Fireplace Inspection:** G. Lee noted the fireplace inspection quote is $75/$150 per unit. G. Moser added to possibly put in reserve and to require owners who use fireplace to have them inspected. G. Lee feels the dryer vents is a greater pressing issue.

**Existing Business:**

* **Beacon**: G. Moser would like to find out industry standard for inspection. G. Lee will find out and O. Borys will put in beacon.
* **Deck issues**: The new policy will be effective May 31st. One warning will be given on the first infraction, after the warning a $50 fine will be applied, as well as the cost of removal. F. Patterson made a motion to approve this policy. G. Moser seconded the motion. The motion passed.
* **Realtors**: O. Borys mentioned Realtors were invited to forum and discussed items for beacon. Possible new sales are units 305 and 306.

**Adjourn:** F. Patterson motioned to adjourn. O. Borys seconded this motion and the meeting adjourned.

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