**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**: April 14, 2015

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

**Present**: Barry Stuart, Frank Aaron, Frank Patterson, Rob Routman and Bob Stojetz (BOD)

Geig Lee, Lisa Bisuel and Diane Lee (FPM)

**Guests**: Sylvia Stuart (#229), Gary Moser (#206), Paulette Chassin (#304), 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 March 10, 2015**: F. Aaron made a motion to accept the March minutes as written. F. Patterson seconded this motion.

**Treasurer's Report**: F. Patterson reported on the current financial situation. Currently, there is 1 unit in foreclosure and 4 liens have been filed. Total revenue for the end of February 2015 is $186,191.00. R. Routman suggested filing deficiency judgments in the future on units that foreclose. F. Patterson made a motion to invest $75,000.00 in a CD or money market account with a 2 yr. maturity. F. Aaron seconded this motion. R. Routman made a motion to amend the maturity to date to 90 days and keep the funds in money market instead of CD. No second being heard, the amendment died.

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

**Bow window and end wall project:** M. Clarke reported work is ahead of schedule at the Yawl building. Interior work has been completed on the end walls. Nine windows have been installed and the remainder will be installed by the end of next week. Marshall expects the work should be finished at the Yawl building by mid-May.

M. Clarke presented the Board with the invoices from MCA and SE due currently for approval. After further discussion, F. Patterson made a motion to approve the invoices. F. Aaron seconded this motion and the motion passed.

M. Clarke stated the work at the Ketch building is scheduled to start June 1, 2015. This is 1 month ahead of schedule. He advised the Board that the scaffolding will be very difficult at the Ketch and Square Rigger buildings and that several trees may need to be taken out.

F. Patterson made a motion to approve moving forward with project #4 and have B. Stuart sign the contracts. This was seconded by R. Routman.

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**Other repair and maintenance issues:** G. Leereported on the repairs and maintenance issues. He stated minor repairs have been made this month. Windows are scheduled to be cleaned in May. F. Aaron mentioned painting needs for the future. G. Lee agrees and feels painting needs to be ongoing as needed at specific locations.

B. Stuart stated he has received an email from the owner of unit 139 regarding stucco work needing to be done above and beside the slider door. Unit 107 and unit 308 also have issues needing to be addressed. G. Lee will inspect the crawl space at unit 107 for damaged floor trusses.

The Board asked M. Clarke to proceed with the vent hole repair at unit 201.

**Landscape report:** G. Lee and S. Stuart discussed the landscaping plan. He has received a quote for $6,055.00 for mulching and feels this is high. Geig wants to re-negotiate with the landscaper or get another quote. Currently, the budget is at $7,000.00 for landscape replacement. S. Stuart asked the Board to increase the budget to $9,000.00 in order to replace landscape at the lower 3 buildings following construction, the Board agreed. G. Lee will bring a master plan for the landscaping to the next meeting for the Board’s approval.

G. Lee stated the leisure trail step repairs have been set back due to rain and will begin as soon as the weather clears. He mentioned that the post and lighting costs is above the approved allowance and discussed another option. After discussion, B. Stojetz made a motion to stay with the original quote and use the metal post. F. Aaron seconded this motion.

**Wallace tree quote:** The Board discussed the quote received from Wallace tree service.

After discussion, the Board asked M. Clarke to walk the property and flag any tree that needs to be removed due to the construction. B. Stojetz made a motion to add all the flagged trees to the Wallace quote and move forward. The Board would like to discuss the estimate before the work begins at the next meeting before moving forward.

**Existing Business:**

**Bank Loan and Maintenance/Advances:** D. Lee reported $1,309,953.44 has been borrowed as of March 31, 2015.

**Handbook:** B. Stuart stated he has finished the handbook. Handbooks will be emailed to owners and mailed to owners that do not have email addresses.

**Beacon:** P. Chassin statedshe has enough material for the beacon and plans to send it out next week.

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**New Business:**

**Questions and Comment from Owners/Visitors:** G.Moser asked the Board to come up with a solution for the satellite dishes and wires. After discussion, the Board decided to put information in the beacon regarding the approval process for satellite dishes. F. Patterson made a motion for Foothills to draft a letter to owners giving them 60 days to remove external hanging wires and properly install them with no penetrations in walls. F. Aaron seconded this motion and added that no new penetrations can be made and could cost the owners up to $5000.00 or more. Owners will need to seal any existing holes with sealant and can contact Foothills if they need help. The motion passed unanimously.

**VIII.** **Adjourn**: B. Stuart made a motion to adjourn. This was seconded by F. Patterson and the meeting adjourned.

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