**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**:

May 11, 2021

**Present**:

Frank Aaron, Dale Blazek, Jaime Cruz, Barry Stuart, and Jeri Schaller-by Zoom (BOD)

Diane Lee, Geig Lee (FPM)

**Guests:**

Gary Crumbley (204)

Elaine Smith (120)

Susan & Tom Harnett (234)

Sylvia Stuart (229)

4 owners by Zoom

**Call to Order**:

The meeting was called to order and guests were introduced.

**Approval of Minutes**:

The Board reviewed the minutes from the April Board meeting. F. Aaron motioned to approve the minutes as written. D. Blazek seconded this motion and the motion carried.

**Treasurer's Report**:

F. Aaron reviewed the financial report at length. Ending checkbook balances as of April 30, 2021

Operating Account: $153,833.69

Assessment Account: $55,138.97

Capital Account: $254,060.55

Bad Debt Account: $100,000.00

Total Tall Ship Funds: $563,033.21

Premier Loan Assessment Balance as of April 30, 2021: $983,555.31. Total prepaid units -75 units

Total still owing - 45 units

New prepayment amount for May 2021 is $22,057.00 due by May 20th.

There are no delinquencies as of April 30, 2021.

There have been 6 units sold and 5 projected closings in May.

F. Aaron stated an amended budget is needed for this year to include painting and landscaping.

J. Cruz motioned to have an architectural review study completed regarding the elevators. The Board should meet to discuss once done. F. Aaron seconded this motion and the motion carried. F. Aaron cautioned that the HOA cannot do all 4 remaining roofs and elevators. Work needs to be prioritized.

J. Cruz motioned to assign a landscape committee or include with architectural review committee.

This motion was tabled.

J. Cruz motioned to have the architectural committee do a study to upgrade the fire alarm system.

F. Aaron seconded this motion and the motion carried.

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

D. Blazek discussed reports of soffit vent damage located at a downspout. G. Lee stated the upper 4 chimneys have been sealed and should last 2 years.

Unit 101 Update: G. Lee stated the flooring has been installed and Nano will be installing a dehumidifier May 13th and 14th. J. Cruz asked how much the dehumidifiers are costing. G. Lee stated they are $1900.00 and Tall Ship currently has 4.

Lee stated the hearth trim detail is not available now. B. Stuart said the fan on the deck needs replacing. It was decided, the loss of use of unit is on the owner and not the association.

Project Updates: Painters are in process of painting the bottom floor of Ketch building. Clipper painting will be in the fall. J. Cruz stated the rails need touching up in Cutter and Square Rigger.

G. Lee stated the Ketch building has required the most tarp replacements and cost of tarps have risen.

Deck Balconies: J. Cruz discussed the conditions and remedies for balconies. F. Aaron stated the common area exterior railings are in terrible condition and need work. G. Lee stated the railings need to be painted every 2 years.

Parking lot lighting: G. Lee is awaiting a proposal from Duke.

Shut off valve Unit 311: G. Lee stated some units do not have shut off valves. Water may be turned off at the meter, however this would be the owner’s responsibility.

New repair and Maintenance Issues: G. Lee stated a storm drain is needed at Frigate. The cost for installation is $1,400.00. D. Blazek motioned to approve work for 1 drain at the top of parking lot near Ketch. F. Aaron seconded this motion and the motion carried.

Unit 324 ceiling: G. Lee stated the ceilings have been stained. Finishing will be the owner’s responsibility. D. Blazek recommended reading the bylaws. The Board agreed to paint the stain and not the entire ceiling. D. Blazek motioned to remain consistent with the bylaws to paint stained areas only. J. Cruz seconded this motion and the motion carried. The owner of Unit 324 should be notified.

The Board approved to install steps at Clipper to the Leisure Trail last month. G. Lee stated the stone has been purchased for the steps however, there are a few projects ahead of this one.

J. Cruz stated if it is 3 or more steps, it will need a railing.

**Landscape Report:**

F. Aaron discussed a report that CARE recommended removing all evergreens. He spoke with

Firewise and KKPOA and was informed this was not their policy. Aaron felt it would be unreasonable to remove all evergreen trees. It was felt a study should be done showing which trees are at the end of their life and potentially will fall, and which tree limbs are touching buildings

J. Cruz motioned to look at long term landscape plan by establishing an adhoc committee made up of landscape and architectural review committees to report to Board for future capital expenses. J. Schaller seconded this motion and the motion carried.

J. Cruz motioned to remove two trees at Clipper and Frigate, grind two stumps and approve a 2 day rate quote to prioritize other trees needed. D. Blazek seconded this motion and the motion carried. G. Lee will prioritize.

**Parking:**

The Board discussed parking issues at length. After discussion, J. Cruz motioned a formal policy with the parking committee or BOD member requiring for the 1st offense a photo documentation and 1st warning, 2nd there will be a $50.00 fine for each occurrence. J. Cruz will send notice and on the 2nd occurrence will issue a $50.00 fine. Each additional infraction will incur a $50.00 fine. Only 2 cars are allowed overnight. Visitors parking overnight is a violation if habitual. J. Cruz stated the current moratorium of new renovations will be extended through Labor Day to help with parking from subcontractors. The motion was unanimously approved.

Other issues: The issue is approaching of not having enough spaces. J. Cruz and the parking committee are currently working on a study to get this handled. Input will be sought from owners.

**Old and Unfinished Business:**

Cardboard being left in trash room of Ketch is a problem. Addresses will be obtained from the boxes and a fine will be issued to the owners.

Zoom Subscription: B. Stuart renewed the contract to continue to allow zoom meetings.

**New Business:**

B. Stuart stated two people own a unit and one of the owners is in the process of buying the other out.

They wished to know if they would be required to pay a transfer fee. After discussion, J. Cruz motioned when related party has a contracted ownership and buys out the other party, no transfer fee will be required. This motion was unanimously seconded.

**Questions and comments:**

S. Stuart thanked everyone for help at the Kentucky Darby party and declared it a success, with more things being planned in the future.

**Adjourn:**

Meeting adjourned.