**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**: May 12, 2015

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

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

 Geig Lee, Lisa Bisuel and Diane Lee (FPM)

**Guests**: Sylvia Stuart (#229), Gary Moser (#206), 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 April 14, 2015**: F. Patterson made a motion to accept the April minutes as written. R. Routman seconded this motion.

**Treasurer's Report**: F. Patterson reported on the current financial situation. Currently, there is 1 unit in foreclosure, 1 unit in bankruptcy and 2 accounts delinquent. He stated the budget looks good and the total revenue for the end of April 2015 is $320,012.41. B. Stojetz asked if a variance column can be added to the budget. R. Routman would like for commas to be added as well. D. Lee stated she will look into these changes.

D. Lee reported Community Bank has purchased unit 101 and will begin paying dues May 1, 2015. The Board discussed writing off the past due balance on this account and after further discussion, F. Patterson made a motion to write off the balance. R. Routman seconded this motion and all agreed.

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

**Bow window and end wall project:** M. Clarke reported work is going well at the Yawl building and expects the project to be finished by the end of May. Marshall stated work will also be done on the end wall of the Schooner building during the month of May. Scaffolding will begin June 1, 2015 on the Ketch building. He expects this project to last 5 months and be finished up by the end of October 2015.

M. Clarke presented the Board with a change order for the rot repair. After discussion, F. Patterson made a motion to approve the signing of the change order. R. Routman seconded this motion and the motion passed.

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

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M. Clarke discussed revising the completion date of the total project. He stated work will begin on the Ketch building June 1, 2015 and expects work to be completed by October 31, 2015. Square Rigger should begin on November 1, 2015 and be completed by April 30, 2016. The final project will begin May 1, 2016 and be completed by September 30, 2016.

**Other repair and maintenance issues:** G. Leereported on the repairs and maintenance issues. He stated minor repairs have been made during the month of April such as:

Secured panels at stairwell on the 3rd floor of the Schooner building.

Installed insulation support system at all 3 storage areas.

Removed all disconnected cable wires at the Ketch building.

He reported the windows are scheduled to be cleaned in early June after the pollen fall and the end wall of the Frigate building will be pressure washed at this time. G. Lee stated Kings Asphalt will be filling cracks in the parking area where materials were stored.

**Landscape report:** G. Lee reported the leisure trail steps are completed and the Board agrees the work looks great. Geig stated mulching is going on now and more landscaping will be needed soon. G. Lee and F. Patterson will be meeting with Dave Wallace to discuss the tree removal and both agree that all tree work needs to be done at one time.

**Existing Business:**

**Bank Loan and Maintenance/Advances:** D. Lee reported $1,501,272.67 has been borrowed as of April 30, 2015 and $25,524.74 has been paid in interest.

**Parking Issues:** B. Stuart stated there was an issue with a U-Haul being parked in the parking area by a renter. He said this issue did get resolved and anticipates no further problems.

**New Business:**

**Questions and Comment from Owners/Visitors:** H. Capitola thanked Foothills for a great job on the leisure trail steps and lighting. G. Moser mentioned a fire alarm going off in the Schooner building this past weekend. Although this was a false alarm he would encourage everyone to exit the buildings during any fire alarms.

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

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