

**TALL SHIP ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES**

Meeting Date:

May 8, 2018

Place:

Lake View Room – New Marina Pool Bldg.

Present:

Roger Heffelfinger, Judy Kovacs, Olimpia Borys, Frank Patterson and Barry Stuart (BOD)
Diane Lee, Geig Lee (FPM)

Call to Order:

B. Stuart called the meeting to order.

Approval of Minutes:

R. Heffelfinger made a motion to approve the April 10, 2018 minutes as written. J. Kovacs seconded this motion and the motion carried.

Treasurer's Report:

Current Financial Situation:

R. Heffelfinger distributed the financial comparison sheet of 2017 and 2018 for review. Numbers are slightly better this year due to the timing of collections. So far we have a gain of \$17,315.61.

Operating account balance as of April 30, 2018 is \$77,572.00. Several new owner fees have come in totaling \$7,500.00 year to date. Currently, there are two planned projects coming up. Landscaping in the amount of \$15,000.00 and painting of the Square Rigger building in the amount of \$18,000.00. A tentative schedule for painting the other buildings will be set up after Square Rigger is completed.

Anderson Boat Canvas was up at Tall Ship last week to measure tarps and to give a new quote. B. Stuart stated he has another vendor to consider before a decision is made. Snaps versus ropes will be considered for tarps.

G. Lee briefly reviewed the roof history. Bubbling is occurring on some of the roofs at Tall Ship. Lee recommends working a section to repair the bubbles that requires cutting the bubble out, grinding and applying sealant. After discussion, G. Lee suggested having a roof consultant be involved. F. Patterson made a motion to have a roof consultant come and inspect. O. Borys seconded this motion and the motion carried.

R. Heffelfinger stated 45 units have prepaid the assessment loan. 3 units in April. The loan balance as of April 30, 2018 is \$2,175,450.00. The balance of the bad debt reserve is \$70,000.00.

Liens and Delinquencies:

Unit 321 is in foreclosure proceedings and will most likely need to be written off.

2017 Audit Report Planning:

The audit is in the works and must be completed by the end of June as requirement of our loan.

Engineering & Property Managers Report:

Other repair and maintenance:

G. Lee stated he is moving forward with spot painting at the Yawl building. The frames around the glass ships at all 4 buildings will need painting as well.

Carpenter bee treatments and traps are ongoing. The carpenter bees swarm 3 to 4 times a year and traps will need to be relocated at times. Holes have been sealed with poison.

Pressure washing of the stairs, floors, ceilings and tarps will be done after pollen and before window washing.

Column Repair: G. Lee reported the mesh has been applied and will need to cure 2 to 3 weeks.

Clipper crawlspace work: G. Lee stated the crawlspace still needs sealing.

103 Status: G. Lee stated all the dead bugs have been vacuumed up. Lee will inspect the unit to make sure all bugs are dead.

Janitorial Contract: G. Lee stated the CFL lights will be removed from 2 buildings and be reused in another building. Bulbs will be changed building by building to eventually get all bulbs to LED's. This process could take up to 2 years.

Gutter cleaning will be done in the next few weeks. Window cleaning will begin before the next meeting. Lee added the 3rd floor windows will be difficult.

Landscape report: T. Shirley has reported that the landscaping should be completed by the end of May and has recommended cutting 3 trees at the Yawl building. All agreed that curb appeal is very important.

Existing Business:

Beacon: O. Borys stated the next issue is in July and will include updates on the Insurance. Owners will also be reminded to have adequate coverage for flood loss.

Marketing Brochure: B. Stuart stated the marketing brochure is progressing. The goal is to have a marketing brochure with a page for each condo association including pictures. The brochures will be given to realtors and discovery packages.

Green Team Recycle Program: B. Stuart discussed a recycle program coming to the area. Labeled bins would be placed near each elevator or around mail kiosk. The Board discussed issues such as trash smell, bees, and dirty areas. Stuart will discuss the concerns with the Green Team.

336 Deck Ceiling: B. Stuart has written a letter to the owners and not yet received a response.

New Business:

Maximum occupancy: Tall Ship rules and regulations state that the maximum occupancy is 4 persons. 2 adults per bedroom.

Request for pruning Crepe Myrtles: L. Essex has submitted a request for pruning the crepe myrtles. The Board decided to let the landscape committee discuss the request.

R. Heffelfinger distributed the May 2018 updated Capital Project List. The Board reviewed and discussed.

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

Reminder: The next meeting will be held in the Jocassee room at the event center.