**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**:

June 8, 2021

**Present**:

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

Diane Lee, Geig Lee (FPM)

8 owners were present by Zoom.

**Guests:**

Kevin Botsford (305)

Gary Crumbley (204)

Elaine Smith (120)

Tom Harnett (234)

Frank Shuman (217)

Mary Green (133)

**Call to Order**:

B. Stuart called the meeting to order and guests were introduced.

**Approval of Minutes**:

The Board reviewed the minutes from the May Board meeting. J. Schaller 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. Ending checkbook balances as of May 31, 2021

Operating Account: $137,059.05

Assessment Account: $60,546.26

Capital Account: $155,117.49

Bad Debt Account: $100,000.00

Total Tall Ship Funds: $452,722.80

Premier Loan Assessment Balance as of May 31, 2021: $975,300.31. Total prepaid units -75 units

Total still owing - 45 units

New prepayment amount for June 2021 is $21,874.00 due by June 20th.

There is 1 delinquency as of May 31, 2021. Balance owed on this delinquent account is $50.00.

J. Cruz recommended updating the capital expenditure sooner rather than later. Elevators will be a major expense.

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

Roof update: G. Lee presented a roof update. Lee stated there are no issues with the completed roofs, although drainage issues need to be addressed. Lee mentioned a couple of downspouts need piping underground and some grading needs to be done on one side of Schooner.

101 update: Lee stated we are awaiting a custom trim piece, flooring has been completed, and the vapor barrier will soon be installed. J. Schaller asked that the wires behind Unit 101 be checked.

Project Updates: G. Lee stated concrete caps will be installed and the drain grate will be removed.

There is a possibility to add a curb stop.

Painting at Ketch was completed last week and tarps will now be installed.

G. Lee stated he had spoken with an owner of Unit 131 regarding settlement issues in their guest bathroom. Lee stated there is a certain amount of settlement in all the Tall Ship buildings. After a brief discussion, G. Lee will speak with the owner and let him know we are investigating the responsibility and recommend that he have a structural engineer look at it.

Deck Balconies: D. Blazek stated at least 75% of balconies need work. Rust seems to be a real concern. J. Cruz suggested getting a group price. G. Lee quoted a price of $550.00 for painting and replacing rope. Pressure washing seems to clean the tarps up well.

Parking lot lighting: G. Lee met with Omar Cabrera from Duke Energy to obtain a proposal for 2 street lights to be installed in lower parking lot. Both will require underground trenching at Frigate. Many of the Leland Cyprus will be trimmed. Total cost per month per light will be $33.97. This price includes a shield and Duke will maintain the lights. Omar recommends we go with battery pack between Sq. Rigger and Cutter. Total cost per year would be $840.00. J. Schaller motioned to proceed with wall pack lighting, D. Blazek seconded this motion and the motion carried.

New repair and Maintenance Issues: G. Lee met with the contractor last week to review the column work. He is currently awaiting prices for 3 porches and deck work that is most important.

G. Lee stated there was a roof leak reported in the Ketch building. This is on schedule to be sealed.

**Landscape Report:**

The Landscape Committee will be meeting on Thursday to discuss a plan of action. G. Lee stated KKPOA will be removing a dead oak and a leaning pine.

A discussion ensued regarding the removal of evergreens. F. Aaron feels the trees should only be taken down if there is reason. G. Lee mentioned the grinding of stumps in front of Schooner and the maple stump located at the mail kiosk will cost $300 to $400. The magnolia stump has already been approved for removal at the cost of $100.

**Parking:**

The Board discussed parking issues at length. There are 115 assigned spaces, D. Blazek is checking visitor spaces and emailing violators to relocate cars. A discussion ensued on enforcement of rules.

**Old and Unfinished Business:**

Clemson Cleaners will begin gathering addresses on the cardboard boxes left with trash and relaying the names to Foothills.

**Questions and comments:**

K. Botsford suggested owners only be allowed a four minute timeline at BOD meetings. The Board will take under advisement and get back to him.

**Adjourn:**

D. Blazek motioned to adjourn the meeting. J. Schaller seconded this motion and the meeting adjourned.