**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**: July 11, 2017

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

**Present**: Gary Moser, Rob Routman, Frank Patterson, Olimpia Borys and Barry Stuart (BOD)

Diane Lee and Geig Lee (FPM)

Roger Heffelfinger #328 (Guest)

**Call to Order**: B. Stuart called the meeting to order.

**Approval of Minutes**: Minutes were not distributed to Board for approval.

**Treasurer's Report**: R. Routman reviewed the financial report. The total disbursements budgeted is

$371,885.00. The reserve ending balance is $359,000.00.

**Liens & Delinquencies:** The Board discussed delinquencies and agreed to move forward with lien on any owner who is past 90 days delinquent.

**Assessment Account and Bank Loan:** R. Routman discussed the bank loan at length.The balance of the loan is $2.7 million and the interest rate is 4.73%. The bank loan monthly payment is $25,307.02 for a total of 84 months. 31 units have prepaid the assessment. After further discussion, O. Borys made a motion to move $50,000.00 from the bad debt account to the assessment account. G. Moser seconded this motion.

R. Routman discussed the future prepayments for the assessment. The amortization fee is $100.00 as well as a $50.00 administrative fee.

R. Routman discussed a conversation with an attorney regarding the unit 321. After discussion, R. Routman moved to proceed with foreclosure on Unit 321. F. Patterson seconded this motion and all agreed. R. Routman made a motion to increase the amount to $1,700.00 for the attorney to conduct a title search and to type a revised master deed. G. Moser seconded this motion.

**New Business:** F. Patterson made a motion to change the agenda to discuss new business.

The renter in Unit 107, Earl Gonzales spoke to the Board about regarding issues with parking. He also asked for permission to allow his mobility scooter to remain plugged in to the outside light. After discussion, F. Patterson made a motion to allow the scooter parked in alcove at Unit 107. O. Borys seconded this motion.

Roger Heffelfinger, owner of Unit 328 in Square Rigger spoke to the Board regarding issues with the janitorial service. After discussion, G. Lee stated he will address the issues with the janitor asap.

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**Engineering & Property Managers Report:**

**Other Repair & Maintenance Issues:** G. Lee discussed maintenance and repairs. Lee stated the ramp at the Clipper building has been removed due to liability issues and safety concerns. Downspouts at the Clipper building are in need of modification. Unit 119 has requested for the crawlspace to be inspected for possible settlement. Lee stated the intent will be to stop settlement, not to correct it. Currently, there have been a couple of a/c leaks, toilet leaks and gutter repairs ongoing.

**Smoke Detector-Unit 306:** G. Lee discussed multiple smoke alarm calls in Unit 306. After speaking with Blue Ridge. The smoke detector and unit will be monitored.

**Column Repair**: Lee stated he has reached out to a company for repair and expects a call back from the insurance adjuster.

**Steps to Leisure Trail:** KKPOA has reported the stairs between Ketch and Yawl are in need of repair. G. Lee suggested doing small repairs to extend the life if it is not a safety issue.

**Landscape Report:** G. Lee stated he is waiting for a proposal from Tom Shirley and should have it by the next meeting. Irrigation repairs are in the process of being completed at Yawl and Ketch.

**Existing Business:**

**Blinds/Curtain Removal:** The Board discussed the blind and curtain removal policy and noted that prohibited items have come down. The Board asked that a letter be sent advising Unit 211 to remove the blinds.

**Handbook Revision:** O. Borys is compiling information for the handbook and expects to present it at the August meeting.

**Beacon:** O. Borys asked for articles to be turned in for the next beacon by July 13th.

**Adjourn:** G. Moser made a motion to adjourn. The motion was seconded by R. Routman and the meeting adjourned.

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