**TALL SHIP ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**Meeting Date**:

September 8, 2020

**Present**:

Frank Aaron, Olimpia Borys, Jaime Cruz, and Jerilyn Schaller (BOD)

Geig Lee (FPM)

**Guests:**

Gary Crumbley (204)

Tom Harnett (234)

Robert & Mary Green (133)

Dale Blazek (215)

**Call to Order**:

O. Borys called the meeting to order.

**Approval of Minutes**:

F. Aaron made a motion to approve the August minutes as written. J. Cruz seconded this motion and the motion carried.

**Treasurer's Report**:

F. Aaron stated that financials will be presented next month. The payoff on the assessment account stands at $24,603.68. There are 52 owners left to pay on the loan. The loan balance is $1,268,991. He presented the capital expense budget. There was a discussion about long term plans and the amount of reserves per year necessary to keep within the budgeted amount. The elevator expenses were mentioned as well as the life of operations of the elevators. The board will hold a second budget meeting with a tentative date set for October 19th at 10 a.m.

The balance of the Operating account as of August 31, 2020 is $127,201.20.

The balance of the Capital account as of August 31, 2020 is $414,781.45.

The balance of the Bad Debt account as of August 31, 2020 is $100,000.00.

The delinquent report as of August 31, 2020: 3 owners are currently 30 days late on regimes.

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

G. Lee discussed the parking lot work and stated that some owners still need to move their cars so the reserved placards can be installed.

He discussed stucco repairs to many of the long columns and stated only 2-3 short columns have immediate needs to be addressed. We currently have stucco repairs scheduled in the Yawl building.

Investigation into the roof work continues and the scope of work is still being discussed. Savings possible for the work was mentioned and G. Harnett volunteered to have two more contractors he was familiar with, give estimates.

**Landscaping**

The short steps to the leisure trail will possibly be landscaped in October. This includes retaining walls and plantings. Some owners have volunteered to help cut weeds and saplings if they can be hauled off after trimming. The landscaping committee would like to work with the volunteers, and Lee suggested a designated date for the work.

**Parking and Ramps**

The Board discussed parking at length. There are 4 types of parking spaces- Reserved, Unreserved, Visitors and Special needs. Many owners who have 2 vehicles are using the visitor spots out of convenience. It was agreed that the speed bump at Frigate, and single step at the short trail steps should be painted yellow.

J. Cruz stated the Labor Day testing of the new parking plan was mostly successful. No vehicles were towed and the plan seemed to be very popular. Lot 3 was full at one time, but many vehicles had moved out the next day. Two owners had parked in other owner’s spots, but moved when requested.

The access ramp proposal was within the budgeted amount of $19,120, and J. Cruz moved to authorize the work. J. Schaller seconded the motion and the motion passed. The work may start as early as the next week. All ramps will be done as soon as possible.

**Old/Ongoing Business**

New people are being trained in the janitorial service.

**New Business**

A unit in the Schooner building has had major renovations performed. There was a question about inspection and permits. G. Lee stated that the contractor needs a building permit. The unit has added a third bedroom and there is a question if this conversion is covered in the Tall Ship deed. G. Lee will inspect the unit to identify exactly what has been done. The carts that were damaged during construction were promised to be replaced or cleaned by the owner and in addition, the storage room where they were kept was to be cleaned.

F. Aaron stated that the parking lot was damaged by a contractor’s spill and the owner was given an opportunity to clean it up or face a possible fine.

**Handbook update**

O. Borys is adding an appendix with the parking agreement and rules.

**Adjournment**

F. Aaron moved to adjourn the meeting and O. Borys seconded the motion. The meeting was adjourned at 11:30 a.m.