

TALL SHIP ASSOCIATION BOARD OF DIRECTORS MEETING MINUTES

Meeting date:

July 14, 2020

Present:

Frank Aaron, Olimpia Borys, Jaime Cruz, Jerilyn Schaller, Barry Stuart, Geig Lee (FPM)

Guests:

Dale Blazek (215)

Peter Coles (316)

Kevin Botsford (305)

Sylvia Stuart (229)

Call to Order:

O. Borys called the meeting to order.

Approval of Minutes:

The Board reviewed the minutes from the May and June meetings and they were approved as written.

Treasurer's Report:

Revenues: \$60,983.33 received in June for Regime fees. \$35.00 received for payments of assessed fines. There were 2 delinquencies in June.

Disbursements:

Disbursement for maintenance: non-contractual elevator repair was over budget.

Disbursement for administrative management: parking decals and guest tags \$391.89 over budget for the year.

The operating account balance as of June 30, 2020 was \$120,937.18.

Assessment account ending balance 6/30/2020 was \$69,414.23.

54 owners still owe on their assessment accounts.

Engineering & Property Manager's Report:**Roof Update:**

G. Lee discussed ongoing repairs and maintenance. He stated that it seems that there was no plywood sheathing on the transition walls in the Clipper building and he will investigate further. He met with the representative of Greer Roofing and discussed amending the scope of work. There is a question of a lack of bidders on the project and a need to do more value engineering. He will discuss the issue with both Dolly's Roofing and Greer Roofing to see what they can come up with as far as bids on the job.

New Repair and Maintenance Issues:

One of the trash room doors in the Ketch building needs to be replaced, and some of the trash room doors are difficult to open. J. Cruz will check the locks on the doors. The amount of trash is a lot less since the locks were installed. A third trash can will be purchased for the Cutter building.

Stucco: G. Lee met with the contractor who will do the replacing of the stucco. The long columns will cost \$1,700 apiece, the short columns \$7,200 apiece, with a minimum of 5 columns required. The main problem with the short columns was water damage at the base of the columns. In addition, each balcony will cost \$2,900. The \$20,000 budgeted amount will be evaluated before beginning the project, as these funds are inadequate to do the necessary work. Discussion of postponement of the column repairs until late 2020 was done. G. Lee stated that he feels it is necessary to move forward with the stucco repairs to several owner's balconies as these repairs have been deferred for some time. Lee believes he can perform the work more cost effectively and proposes moving forward with the stucco repairs on one of the porches this Fall.

Painting: Yawl building bottom floor will be done, but scheduling is difficult due to Covid 19. Spot painting has been completed for this year and was budgeted in an effort to extend the paint cycles for the lower three buildings. Lee stayed that shrinking the length of time between paint cycles is in Tallship's best interest because of the amount of preparation work required as well as the unsightliness of the rails,

Bees: seem to be gone now.

Landscape Report:

The rear hills behind the Ketch building were cleaned up, with some saplings still needing to be cut. G. Lee said small trees were cut down by homeowners in that area, which is forbidden in our bylaws. O. Borys will send out an email reminding owners not to cut any trees, branches or saplings.

J. Cruz moved to build retaining walls beside the Frigate building steps to prevent further erosion, for approximately \$5-6,000. The motion was seconded by J. Schaller, and was passed.

Parking

Striping of the parking lots will begin the first week in August. The parking committee will decide where residents can park when the striping occurs, and will be directed so by the committee. J. Cruz discussed sending out new parking rules after legal review. Spaces will have been assigned by Labor Day and the new system will be in place. He will send out pictures of the new signs and layouts. The order of contacting for choice of parking space will be full-time, part-time, landlords, and new residents.

Decals and guest tags will be sent out with an early mailing of regime bills in September.

O. Borys will publish the parking plans, regulations and pictures of the new layouts. The new rules will be sent to Kevin McCracken, Community General Manager and Cenia Gilbert, President KKPOA, for distribution to Keowee Key owners.

Any board member can have a car towed. Before ordering towing, however, all board members should be notified. If a renter is in violation, the owner will be fined. A list of persons allowed to call to have a vehicle towed will be sent to the towing company.

The board voted to approve a fine of \$250 for a parking safety violation to an owner in the Clipper building.

Old/Ongoing Business

The janitorial service contract is extended through January.

Directional signs are needed on some Clipper building floors. G.Lee will investigate and take care of it.

O. Borys said that the Beacon will be published this month (July).

New Business

An abandoned unit was found to be infested with roaches, spiders and other insects. Mold was also found in the unit and the power had been cut off. The owner will be contacted and given a reasonable amount of time (one week) to clean and fumigate the unit and turn on the power. There may also be termites in the wall. G. Lee will look into this before calling the termite exterminator. The owner will be charged for all cleanup expenses and also fined. If the cleanup is not done the unit will have a lien placed on it.

Questions & and Comments from Owners/visitors

P. Coles asked about trail access beside the Clipper building. J. Cruz suggested we table the discussion until later. Coles then asked about owners trimming trees and was told it was only to be performed with Boardh approval.. He also had a question about the width of the new parking spaces. There was a discussion about painting stairwells and a railing in the Clipper building that needs attention.

Adjournment

F. Aaron moved to adjourn the meeting and J.Cruz seconded the motion. The meeting was adjourned at 12:05 p.m.

Respectfully Submitted,
Jerilyn Schaller, Secretary