

Minutes
Tall Ship Board of Directors Meeting
November 14, 2006
Cherokee Room, Activity Center

Present: Mike Ferrato, Barry Stuart, Virginia Sholar, Donna Federico, Roger Heffelfinger, Carolyn Asperger and Cathy Bell of Goldsmith

Absent:

Guests: Brandon Shirley, Carlos Luria and Tom Schill

I. Call to Order:

The meeting was called to order at 9:03 AM by Virginia Sholar.

II. Introduction of Visitors:

The following visitors were present:

Brandon Shirley, Fire Marshall, Keowee Fire Department

Carlos Luria, Webmaster of Tall Ships web site

Tom Schill, Technical Manager

III. Fire Marshall's Report:

Brandon Shirley, Fire Marshall, handed out copies of his letter to the Tall Ship Homeowners Association reviewing state fire code issues applicable to Tall Ship buildings. He said that he is given the authority to make the code more stringent, but does not have the authority to make them less stringent. The letter is made a part of these minutes as Appendix A. He stated that his department would work with us wherever possible in helping us meet the code.

Mike Ferrato offered to prepare an article for The Beacon on these findings.

IV. Webmaster's Report:

Carlos Luria, Webmaster, brought up the fact that our web site is currently only used as a depository for the Tall Ship Association. It is used to post things like The Handbook, Minutes and other helpful articles. He said that if we want to use it for other purposes such as a condo marketing tool, we would need to get the services of a consultant.

The Board decided that with all the other resources available from KKPOA and the Realtors that any expenditure in this area would have a lower priority.

V. Motions Approved by E-mail:

Goldsmith received an invoice from Elmore & Wall in the amount of \$7,019.27 for legal work done in June on behalf of the Association in its ongoing litigation.

- Motion: The Board approves the payment of the invoice from Elmore & Wall in the total amount of \$7,019.27.

Moved: Barry Stuart

Seconded: Donna Federico
Unanimous
01.11.06E

VI. Reports:

A. Approval of Previous Minutes;

With the minutes of the October 17th Board Meeting having been previously distributed to the board for comment no corrections or additions were deemed necessary.

- Motion: The minutes of the October 17th Board Meeting are approved as distributed.

Moved: Carolyn Asperger
Seconded: Frances Johnson
Unanimous
02.11.06

B. Treasurer's Report:

1. Vote on 2007 Budget:
The discussion and vote on the 2007 Budget was deferred to Executive Session.
2. CD Rollover:
The 9 month CD purchased in February is maturing. The Board voted to reinvest it in another similar CD.

- Motion: The Board authorizes Goldsmith to reinvest the 9 month CD in a like CD.

Moved: Mike Ferrato
Seconded: Roger Heffelfinger
Unanimous
03.11.06

C. Property Manager's Report:

1. Sidewalk repairs are completed. A new drain was put in on one side. The replacement of the rotted railroad ties still needs to begin.
2. Elevator Room Heaters:
The cost of submersible heaters for the hydraulic fluid reservoirs would be \$835.00 each. The savings in electricity as opposed to the current use is questionable. The Board decided that because of priorities it would revisit this project next year.
3. LDG will be replacing the dead shrubs at Square Rigger per our contract.

4. Goldsmith has still not received the additional quote, and since Jani-King has been given a warning, including withholding of the September payment the Board feels like they need a little time to see if the actions had a lasting effect.

D. Technical Manager's Report:

1. End of Frigate Building:
The examination of the 3rd floor window in this building revealed rotten and damp wood as well as termite damage. It appears the leakage occurred in the grooves above the window. The vent on the end will be checked for caulking and we will try and get the termites treated before the job is completed.
2. Tim Thigpen is replacing the crew leader and crew for the end repair work. Gary Jones who was doing the finish work before his bout with cancer will be doing all the interior work.
3. Status:
The #34 stack balconies have been completed. Work was begun on the #35 stack on November 13. All three balconies on this stack have treated lumber. We will repair the columns on Ketch building while the scaffolding is there. We will then move to Yawl building for balconies and columns. This will be followed by repairing the balconies and columns at Cutter building.

The #12 stack end is now complete. That leaves #9, #20, #21 and #26.

The Technical Manager said he has not yet checked with Summit to find out if they are mixing materials from different manufacturers

4. Warranty Roof Repair:
GAF needs to follow up on the blisters discovered during the annual inspection as well as a reported leak in Unit #339.
5. Bow Windows:
It is proposed that we fix these on an as needed basis. The Association's method of repair would entail removing the crank mechanism and sealing the windows shut. If the owner wants to keep the crank feature he would be required to repair it at his own expense.
6. Updates:
The Technical Manager will prepare the updates for the Handbook and Reserve Analysis.

E. Social Committee Report:

The last social event of the year is the Brunch at The Club prior to the Annual Meeting. Notices will be posted in the usual places.

V. Existing Business:

- A. 2007 Budget:
The discussion and vote on the 2007 Budget was deferred to Executive Session.

B. Letter to KKPOA General Manager:

The revised letter to the KKPOA General Manager requesting repair or replacement of the signs with the Tall Ship building names across from each parking lot was reviewed and discussed. The Board then authorized the sending of this letter.

- Motion: The Board approves and authorizes the transmittal of the revised letter to the KKPOA General Manager requesting KKPOA to repair or replace the directional signs across Tall Ship Dr. from the Tall Ship parking lots.

Moved: Roger Heffelfinger
Seconded: Donna Federico
Unanimous

04.11.06

C. Landscape Request Form:

The revised form for requesting landscape work was presented. The President reported that CARE had reviewed it and approved it. The Board then approved it for insertion into the new Handbook.

- Motion: The Board approves the owners' Landscape Request Form and authorizes it to be included in subsequent Handbooks.

Moved: Donna Federico
Seconded: Carolyn Asperger.
Unanimous

05.11.06

D. Delinquencies:

Notices for the 2nd installment will be sent soon to those owners who opted for the installment method.

Seven owners have paid none of the special assessment. A late notice has been sent and a 2nd stronger notice has also been sent. Our 3rd scheduled notice is the intent to file a lien. The Board voted to authorize Goldsmith to send another notice stating that if payment, including late fees and interest has not been made by the end of November, the notice of intent to file a lien will be mailed.

- Motion: The Board authorizes Goldsmith to send a letter to those owners who have made no payment toward the Special Assessment stating that payment must be made by the end of November or a notice of intent to file a lien on the property will be sent, and we take action to create the lien.

Moved: Roger Heffelfinger
Seconded: Donna Federico.
Unanimous

06.11.06

After the lien is filed the delinquencies will be listed in the minutes, as the lien is public record.

VI. New Business:

A. Dryer Vents:

An owner had made inquiries as to the responsibility for cleaning out the dryer vents. The Board decided that this repair falls under Article XIV (a) of the Master Deed, and as such is the responsibility of the unit owner.

VII. Resales:

Unit 206

Schooner

Closing December 1, 2006

NOTE: Due to new privacy policies instituted by the South Carolina Real Estate Commission the selling prices cannot be divulged until after the sale has closed. Your Board will accept these policies but will keep the owners advised in some timely manner.

- Motion: The Board waives its right of first option for these units.

Moved: Barry Stuart
Seconded: Mike Ferrato
Unanimous
07.08.06

There being no further business, the regular meeting was adjourned at 10:38 AM, after which the Board went into Executive Session for a briefing of legal matters and discussion and approval of the 2007 Budget. All current Board members were present for this Executive Session.

- Motion: The Board approves the 2007 Budget as presented with an additional line item for the Technical Manager at the current quarterly assessment.

Moved: Donna Federico
Seconded: Barry Stuart
Unanimous
08.11.06

The Treasurer asked for a temporary moratorium on all spending outside of the budget.

The 2007 Budget will be sent as a part of the Annual Meeting package.

Respectfully Submitted,

Barry Stuart
Secretary

Appendix A

October 30, 2006

Tall Ship Homeowner's Association

Re: Fire Alarm System Requirements

I have reviewed all of the correspondence in regards to the alarm system dating back to February 7, 1995. I have shared these documents with the SC State Fire Marshal's Office and have concluded the following:

- A. Based on the codes identified, the fire alarm system for each building originally should have incorporated the following:
 - 1. Manual pull stations on each floor at each exit stair;
 - 2. Heat detection in the attic;
 - 3. Smoke or heat detector in all storage areas;
 - 4. Smoke detection in the dwelling unit; (between the living and sleeping areas);
 - 5. Visual and audible notification appliances located throughout the building to insure notification is heard in all dwellings;
 - 6. An alarm panel that monitors the system, has standby power, and provides off premises notification through a dedicated phone line.
- B. Residential alarm panels are restricted to use in One and Two-Family Dwellings. Multi-Family Dwellings and commercial occupancies require the use of a commercial fire alarm panel. The original panel installed should have been a commercial grade panel.
- C. Replacement of the fire alarm panel will require the system to be viewed as a new system for installation and code compliance.
- D. The owner is required to maintain the fire alarm system. If the system is not reporting alarms or not activating during emergencies, the owner must repair or replace the system.

Also, the following rules shall also apply to the Tall Ship Condominium's:

- 1. No flammable, combustible, or other material creating a fire hazard may be stored in the buildings storage areas. Materials which are a fire hazard include LP gas tanks, charcoal, lighter fluid, portable gas containers containing gas or oil, fireplace starter logs, paint, aerosol spray cans, any pressurized containers, newspapers, rags, and any other material designated by the Fire Marshal as a fire hazard.
- 2. Storage area will not be used as workshops
- 3. Extension cords will not be used to power equipment in the storage areas
- 4. Use of LP Gas or charcoal grills on patios will not be allowed.

5. No fire place ashes, flammable liquids, combustibles, or other material creating a fire hazard may be disposed of in the trash room.

Installation of sheet rock in the basement storage areas would allow this area to be more freely used. The installation of a ½ layer of sheetrock properly taped and jointed would provide a sufficient 1 hour fire protection.

All the above is enforceable by order of the Fire Marshal of the Keowee Fire District. Fire inspections of the building will be conducted on a regular basis and any materials creating a fire hazard will be immediately removed and disposed of. The Keowee Fire Department, Fire Marshal, nor the Tall Ship Board will be responsible for notifying in advance or providing any reimbursements for materials found in the storage area that violate this fire safety policy.

M. Brandon Shirley

Fire Marshal
Keowee Fire Department