

Minutes
Tall Ship Board of Directors Meeting
September 19, 2006
Cherokee Room, Activity Center

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

Absent: Virginia Sholar

Guests: Frances Johnson, Harold Capitola, Tom Schill, Kathy Stanton, Peter Stanton

I. Call to Order:

The meeting was called to order at 9:00 AM by Barry Stuart.

II. Introduction of Visitors:

The following visitors were present:

Frances Johnson, owner of Unit #312
Kathy & Peter Stanton owners of Unit # 237
Harold Capitola, owner of Unit #110
Tom Schill, Technical Manager

III. Approval of Previous Minutes;

With the minutes of the August 15th Board Meeting having been previously distributed to the board for comment no corrections or additions were deemed necessary.

- Motion: The minutes of the August 15th Board Meeting are approved as distributed.

Moved: Mike Ferrato
Seconded: Donna Federico
Unanimous

01.09.06

IV. Motions Approved by E-mail:

Goldsmith received an invoice from Summit Systems in the amount of \$17,111.50 for the balance of the work done on endwall #132, a deposit for the work to be done on endwall #101, caulking on units #104-#304, #132-#332 and windows for endwall #101.

However, Tom Schill recommends we only approve a portion of the payment not to include the balance on endwall #132 because some of the interior work is unsatisfactory. This would leave the amount to authorize for payment at \$7,413.00.

- Motion: The Board approves the payment of the invoice from Summit Systems in the total amount of \$7,413.00.

Moved: Barry Stuart
Seconded: Donna Federico
Unanimous

02.09.06E

Tom Schill has approved the completion of the interior work on endwall #132 and the payment of the balance of the invoice from Summit Systems in the amount of \$9,698.50.

- Motion: The Board approves the payment of the invoice from Summit Systems in the total amount of \$9,698.50.

Moved: Barry Stuart
Seconded: Donna Federico
Unanimous

03.09.06E

Summit Systems has submitted an invoice to Goldsmith for the balance of the work on endwall #101. This invoice is in the amount of \$4,680.75 and has been approved by Tom Schill.

- Motion: The Board approves the payment of the invoice from Summit Systems in the total amount of \$4,680.75.

Moved: Barry Stuart
Seconded: Donna Federico
Unanimous

04.09.06E

Summit Systems has submitted an invoice in the amount of \$4,974.00 as a deposit on work to endwall #106.

- Motion: The Board approves the payment of the invoice from Summit Systems in the total amount of \$4,974.00.

Moved: Barry Stuart
Seconded: Mike Ferrato
Unanimous

05.09.06E

Summit Systems has submitted an invoice in the amount of \$3,938.13. This is for deck repairs to stack #132 and has been approved by Tom Schill.

- Motion: The Board approves the payment of the invoice from Summit Systems in the total amount of \$3,938.13.

Moved: Barry Stuart
Seconded: Mike Ferrato
Unanimous

06.09.06E

V. Treasurer's Report:

The Treasurer reported the 2007 budget will be presented at the October Board Meeting.

VI. Manager's Report:

A. Chimney Cleaning Quote:

Cathy Bell reported the chimney cleaning service used in the past has quoted a price of \$25 per unit to inspect and an additional \$125 per unit to clean if necessary. A question was raised as to whether all chimneys needed to be inspected or only those where an owner indicated it was used. Cathy reported for safety reasons all chimneys in Tall Ships needed to be inspected, and the inspections were done every 2 years. Cathy stated the cleaning fee had increased significantly and she would obtain at least one more bid for the job.

B. Monthly Inspections:

Cathy Bell reported she and Virginia Sholar completed the inspection on August 30, 2006. A few units were reported to have various items by their front doors. A question was raised as to what are Tall Ships' guidelines for doorway décor. Safety and overall appearance of the Tall Ships buildings have always been primary considerations regarding any items placed in front of doors. Homeowners are responsible for adhering to the Tall Ships rules, and the Board is responsible to notify homeowners of violations or grant waivers to the rules. In order to provide the Board guidance on doorway decor, Carolyn suggested the possibility of forming an ad hoc committee to review the issue and develop recommendations to present to the Board. The current cleaning service, Jani-King, was discussed. They still do not appear to be fulfilling the service requirements of the contract. Peter Stanton distributed a proposal to provide janitorial services. Barry Stuart said the Board was in the process of preparing the 2007 budget, and would be reviewing Tall Ship services contracts. Stanton's proposal would be considered as part of that review. The next inspection is scheduled for September 26, 2006 at 10AM. Alan Long volunteered to participate on behalf of Frigate and encouraged other homeowners to participate on behalf of their buildings.

C. Landscape/LDG Report:

Cathy Bell reported she and Kitty Miller met with the landscape company regarding the plantings in the front of Yawl and Ketch. The landscape company is to develop a proposal for plantings in front of these buildings. The Stantons reported the sprinkler system is not working in front of Yawl building. There was a discussion of the possibility of removing an oak tree from behind Yawl building. A dead tree was reported on the lake side of the Ketch building.

VII. Technical Manager's Report:

A. Stucco Project:

Tom Schill reported 2 crews are now working - currently finishing on the Schooner building and then they will move to the 2 ends of Frigate. This would leave 1 building end to complete on each of the Clipper, Square Rigger and Cutter buildings. Tom reported there are now 5 bow window units which have been repaired using a caulking procedure. These units are being observed to determine whether this type of

repair will work for other units. Although the repair appears to work in most circumstances, at least one unit showed water leakage after a hard driving rain. A possible alternative to the window repair would be to replace the swing out windows with standard windows. R&R (Randy Manley) has proposed doing this type of replacement on all bow windows but has not provided a cost estimate. As part of the overall stucco repair plan, work has started on the balconies. The first building to be worked on is Ketch. Tom showed slides of damage and repair work being done on the balconies on 32 end stack of Ketch. The damage is the result of water seeping through cracks on the balconies, particularly around the columns. This damage can be prevented by proper caulking of the cracks. Although the damage varies from balcony to balcony, it takes about 1 week on average to repair balconies. Until repairs can be completed on the other balconies, the possibility of having all balconies and walkways recaulked was discussed. No decision was reached on this matter. It was also noted the contractors need to clean up by the Yawl building.

B. Waterline Leak:

The water leak between Ketch and Yawl buildings has been repaired by KKUS. It was reported the sidewalk which had to be removed to repair the leak had been placed there by Tall Ships. Therefore the replacement and/or repair of the sidewalk is Tall Ships' responsibility. R&R has estimated the cost to replace and fix the sidewalk at \$3,500 to \$4,000.

C. Roof Inspection:

Neil Cushman, consultant for the roof company, GAF, has completed his annual inspection and is preparing his report. This inspection is necessary to keep the 20 year roof coating warranty active. The report is not complete yet, but any repairs indicted as being necessary would be fixed by GAF.

VIII. Other Repots:

A. Social Committee:

Barry Stuart reported 43 homeowners attended the Block Party at the Leisure Trail Picnic Shelter on Saturday, August 26. The location was enjoyed by all. The next scheduled event is the brunch before the annual meeting, which is the 2nd Sunday in December. The possibility of a cocktail party sometime in October was mentioned.

IX. New Business:

Frances Johnson, an owner who'd expressed an interest in serving on the Board was in attendance at the meeting.

- Motion: The Board elects Frances Johnson to complete the remaining term (through December, 2006) of Carlos Luria, who had previously resigned from the Board.

Moved: Carolyn Asperger
Seconded: Mike Ferrato
Unanimous

07.09.06

Following up on the earlier discussion on repairing and/or replacing the sidewalk which had to be removed by KKUS to fix the waterline leak.

- Motion: The Board authorizes payment to repair and/or replace the sidewalk which had to be removed to repair the waterline leak.

Moved: Mike Ferrato
Seconded: Carolyn Asperger
Unanimous
08.09.06

Following up on the earlier discussion on whether the Tall Ships Association should pay the chimney inspection fee.

- Motion: The Board authorizes the payment of the chimney inspection fee.

Moved: Mike Ferrato
Seconded: Roger Heffelfinger
Unanimous
09.09.06

X. Existing Business:

A. Board Vacancy – Teleconferencing Report:

The possibility of teleconferencing non-resident board members for Board meetings was discussed at the last meeting as a way to involve non-residents on the Board. Roger Heffelfinger inquired about the cost of teleconferencing from several vendors. He reported two companies quoted the cost of the service as being \$.08 per minute per connection, up to 100 connections. The service would be available by setting up an account and having a toll free phone number and ID# assigned. Each participant, including the originating party, would dial the toll free number and key in the ID# to access the call. There would be no cost to set-up or maintain the account. The only cost would be the per minute charge, which for a 90 minute Board meeting would run about \$7 per participant who dialed in. Still to be investigated is whether KK has a meeting room with a phone connection and speaker phone which could be used to originate a call. It was suggested Alan Houtzer at KK be contacted on this matter. Roger will continue to investigate and report any additional information to the Board.

B. Directional Signs

R&R has inspected the 3 Tall Ships nautically themed signs on the right hand side of Tall Ships Drive. The signs are on KK property and its assumed are the responsibility of Tall Ships Association to maintain. Mike Ferrato reported R&R quoted a price of \$1,160 to repair, clean, cap and paint the 3 signs. If Tall Ships decides not to maintain the 3 signs, KKPOA has said they will remove them at no cost to Tall Ships Association. Mike reported R&R also quoted a price of \$1,000 to repair, clean, cap and paint the 8 other nautically themed signs which are on Tall Ships property.

XI. Resales:

Unit 307	Ketch	Closing October 6, 2006
Unit 337	Yawl	Closing November 9, 2006
Unit 339	Yawl	Closing October 31, 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
10.09.06

There being no further business, the regular meeting was adjourned, after which the Board went into a closed session for a briefing of legal matters. All current Board members except as noted above were present for this briefing.

Respectfully Submitted,

Roger Heffelfinger
Acting Secretary