

SHIPYARD CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
109 Front Street, Office, Key West, FL 33040
Via Zoom
November 7, 2022

1. CALL TO ORDER

President Phil Babuder called the Board of Directors meeting to order at 1:00 p.m.

2. DETERMINATION OF QUORUM

President Phil Babuder, Vice President Craig Tellerd, Secretary Jack Agnew, and Director Glenn Krauss were present via Zoom. Absent was Treasurer Charles Morrow-Jones due to a death in his family. A quorum was achieved. Operations Director Sterling Christian and Community Association Manager René Tompkins were present on behalf of Management via Zoom.

3. PROOF OF NOTICE

Proof of meeting notice was provided by an affidavit signed by Community Association Manager René Tompkins.

4. MINUTES OF THE PREVIOUS MEETING

President Phil Babuder asked for a motion to approve the October 17, 2022, Board of Directors Meeting minutes. Vice President Craig Tellerd moved to approve, and Secretary Jack Agnew seconded. The motion was approved unanimously.

5. REPORTS OF OFFICERS AND COMMITTEES

As Landscape Committee Chair Steve Pascovitch was not in attendance, Jack Agnew, Board liaison with the Committee, gave the landscape report. Jack reported that the cleanup of the Southard Street area is coming along. Vice President Craig Tellerd had met with Steve regarding the 208 area, and it just needs a good clean-up and adding of some river rock in the bike area. Steve will be back in January and has a cost effective strategy for Southard Street and so a more definitive plan can be made once he is here.

Secretary Jack Agnew, as Chair of the Social Committee, discussed the annual social, which typically involves an informal get-together at the pool the night before the annual meeting. But because of the pandemic, it has been cancelled for the past two years. He would like to have it this year, as it has been important to members for the last 30 years. After a lengthy discussion regarding the pros and cons as well as the funding of the social, Vice President Craig Tellerd made a motion to have the social and to ask Jack and his committee to keep the budget at no more than \$1,000. Secretary Jack Agnew seconded. Mike Caron and several of the board members offered to help subsidize the social if needed. The motion passed.

Finance Committee Chair reported on the committee meeting that was held on October 26. He noted that he along with Operations Director Sterling Christian and Treasurer Charles Morrow-Jones will be looking more thoroughly at the reserve study before making a decision regarding the pooled reserves. He discussed ways to cut costs including clearing the areas under the front porches to help prevent rotting, stopping the use of so much mulch which is very expensive,

having Hammerhead do a really thorough termite inspection of the buildings, and the installation by owners of impact windows and doors (the biggest savings).

The Board discussed the CDs that are maturing in November, and Operations Director Sterling Christian will transfer the funds to another bank to maximize the return.

The Board discussed at length what the monthly dues amount should be and will make the final motion and vote on it later in the meeting during the discussion of New Business at which time they will vote to approve the proposed 2023 budget.

6. UNFINISHED BUSINESS

Vice President Craig Tellerd reported that he is still in discussions with TAMPOA regarding the Security reimbursement. TAMPOA has questions about how the weekends will work. Craig said he is working with an outside security firm and hoping to meet with the owner to discuss how the weekends will work and if they will have guards walking around and not just doing drive arounds.

Regarding the impact windows and doors, Craig has reached out to the Association's attorney David Roget and has learned that in lieu of doing a vote to amend the Association's by-laws to require hurricane doors and windows and then giving the homeowners a certain amount of time to do it, the Association could propose an amendment and if passed, the Association could do it on behalf of all the owners and then do a special assessment. Craig also noted that Florida statute allows a credit for hurricane protective devices (i.e., windows and doors) against a special assessment once an owner has proven they have made that expenditure. This is all still in the preliminary stages, but knowing this credit is available, allows the Association to be more proactive in getting it done.

7. NEW BUSINESS

Vice President Craig Tellerd moved to approve rolling over the any excess member revenues to the following year 2023. Director Glenn Krauss seconded. The motion passed unanimously.

Secretary Jack Agnew moved to approve the year-to-date reserve expenditures. Vice President Craig Tellerd seconded. The motion passed unanimously.

After a thorough discussion of the proposed monthly assessment in the 2023 budget, Vice President Craig Tellerd moved the approve the 2023 budget but to increase the proposed \$1,000 assessment to \$1015 per month. Director Glenn Krauss seconded. Secretary Jack Agnew opposed. The motion passed.

8. ASSOCIATION MEMBER INPUT

An owner inquired about the possibility of separating the monthly dues from the insurance payment and have them billed separately as they do in Texas where she lives. Operations Director Sterling Christian explained that they are part of the operating budget, but they are listed separately in the Insurance category.

Secretary Jack Agnew gave a shout out to Megan Varney, full time Shipyard owner, who volunteered to be on the Security Committee. He thanked her for her service to the Association.

Mike Caron thanked the Board of Directors, the Finance Committee, and Operations Director Sterling Christian for all they do.

An owner asked if it would be cost effective to have an 8” perimeter of river rock around the berm in the park to help keep the mulch from being so messy and scattered everywhere. Vice President Craig Tellerd suggested that the Landscape Committee be asked if that could be done in small phases since river rock is so expensive. Mike Caron also noted that less mulch would equate to less termites, as they like to nest there, and it should be eliminated as much as possible.

Alan Teitelbaum brought up an incident that occurred at Lois Taylor’s unit which was broken into, and a homeless person was living in there. The issue is that Security, who should be walking around the property, did not notice the broken window. A neighbor did see it and called the police. Also, there was a camera in her unit and her daughter was able to see what happened. Phil mentioned that it might be a good idea to notify your neighbor and/or property manager if you are leaving your home unattended for a long period of time. Vice President Craig Tellerd reiterated that neighbors should watch out for each other.

Secretary Jack Agnew mentioned that longtime resident Franz Cahoon had passed and sent his condolences to his wife Ruth.

Donna Pascavitch mentioned that the walkways are very dark at night. Community Association Manager Reneé Tompkins said she would make Danny Franco aware of it.

9. ADJOURNMENT

President Phil Babuder asked for a motion to adjourn the meeting. Secretary Jack Agnew made the motion to adjourn the meeting. Director Glenn Krauss seconded. The motion was approved unanimously. The meeting was adjourned at 2:34 p.m.

Respectfully submitted,

Reneé Tompkins
Community Association Manager