

SHIPYARD CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
109 Front Street, Lobby, Key West, FL 33040
Via Zoom
September 26, 2023

1. CALL TO ORDER

President Phil Babuder called the Board of Directors meeting to order at 10:00 a.m.

2. DETERMINATION OF QUORUM

President Phil Babuder, Vice President Jack Agnew, Treasurer Craig Tellerd, Secretary Glenn Krauss, and Director Francine LeCompte-Gittins were present via Zoom. A quorum was achieved. Operations Director Phil Wilson, Laurie McChesney, Jose Wenzel, Pat Labrada, and Renee Tompkins were present on behalf of Management.

3. PROOF OF NOTICE

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

4. MINUTES OF THE PREVIOUS MEETING

President Phil Babuder moved to approve the minutes from the May 1, 2023, Board of Directors meeting. Director Francine LeCompte-Gittins seconded. The motion passed unanimously.

5. REPORTS OF OFFICERS AND COMMITTEES

Treasurer Craig Tellerd reported that the budget is looking pretty good. Insurance, as expected, is over what was budgeted last year, and tree trimming came in at \$35,000 but was budgeted at \$18,000. But that could be a timing issue since some tree trimming expenses are billed back to the owners. Finance Committee Chair Alan Teitelbaum said that the committee is looking at next year's budget and noted that there will be significant increases: insurance is expected to be up 14% and sewer tax is expected to be higher. Alan noted that the committee is working with Frazier to make sure what the reserves need to be for next year. He wants a meeting scheduled at least one week before the board's budget meeting in November in order to give their budget recommendations to the Board of Directors.

Secretary Glenn Krauss, board liaison for the Pool Committee, reported that the thermostat which had been running too warm was fixed. Also, there have been incidents of people hopping the fence to go to the pool after hours, but now with the new security cameras installed that issue should be alleviated.

Vice President Jack Agnew, liaison for the Landscape Committee, reported that everything is looking good on Southard Street; all the new plantings have survived due to extensive watering. This, however, has caused a higher than normal water bill. Jack also mentioned that sadly, Corinne Johnson, wife of long time resident and previous board member Dan Johnson had passed away, and Dan asked the Landscape Committee about planting a tree in her honor.

Vice President Jack Agnew, liaison for the Social Committee, discussed having the annual social next January before the annual meeting as they did last year after years of not having it due to Covid. He emphasized that it is very nice goodwill gathering for a modest cost of about \$1,200. The board agreed it is a nice event, but no vote was taken at the meeting.

6. UNFINISHED BUSINESS

President Phil Babuder proposed giving owners the opportunity to ask questions prior to the board members voting on issues. Director Francine LeCompte-Gittins proposed a two-minute time limit. The Board supported the proposal. No motion was needed to implement it.

Treasurer Craig Tellerd briefly discussed the impact doors and windows special meeting which will be on November 14, at which time the vote will be finalized. He noted that the ballots were mailed and emailed and many have been received so far. The Board wants the proxies returned before the meeting so they have a better idea of where the results are heading. Craig reminded owners that they must get the architectural approval letter from Matthew Greenblatt at CAC before installing impact windows and doors. The request form is on the website.

President Phil Babuder reported on the new security cameras. Currently, there are 17 installed with 2 more still to be installed. Phil shared a screen shot of the images from the different camera locations. He noted that the cameras are not live, but that the recordings can be reviewed for up to about 2 to 3 weeks. Property Manager Renee Tompkins will verify that time frame.

President Phil Babuder reported that the Condo Control Software for security monitoring is going very well. He gets daily notifications when the pool is opened/closed, when the guards did their walk throughs. Parking violations are the biggest issue—mostly for no parking permits. But security does give guests some leeway to get their pass from the Property Manager or owner. Craig Tellerd encouraged owners to keep extra permits on hand for guests.

Treasurer Craig Tellerd reported that he has met all the City Commissioners as well as the Mayor and City Attorney and has discussed mutually beneficial ideas on the transient rental issue and has relayed that the owners of Shipyard are interested in pursuing an extension of the transient rental agreement currently set to expire 12/31/25.

7. NEW BUSINESS

Treasurer Craig Tellerd discussed the issue with the wind mitigation forms that were done by Sunblock and Tile in May 2022 after inspecting the roof, straps, etc. that were required for insurance credits. Craig reported that at least three errors were discovered by inspector Chris Occhiuto that are costing Shipyard money. When Chris asked JC with Sunblock to redo the reports to fix the error, he was told it would cost \$85/hour to do it. The Board feels this is not fair and asked CAC to reach out to JC to try to resolve the issue, as Sunblock has in the past been the contractor of choice in Shipyard. President Phil Babuder also asked CAC to get quotes from other contractors for back up.

Laurie McChesney introduced new Property Manager Pat Labrada. Pat is a life-long resident of Key West and has extensive background in real estate and mortgage banking, as well as being very involved in the community. Pat said he was looking forward to meeting all the board members and working with them.

Mike Caron gave the real estate update. Currently, there are 3 active listings; average days on the market is 200 days; prices range from \$859,000 to \$895,000. He explained the market trends for Shipyard and said anyone can call him with questions.

The next meeting is the special owners meeting on November 14 to finalized the vote on implementing the impact windows and doors. There will be a regular board meeting immediately following. Alan Teitelbaum said that he would like to have the Finance Committee meeting the week before on November 7 to give them time to give the board their budget recommendations prior to their meeting. .

8. ASSOCIATION MEMBER INPUT

There was none.

9. ADJOURNMENT

Vice President Jack Agnew moved to adjourn the meeting. Treasurer Craig Tellerd seconded. The motion was approved unanimously. The meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Reneé Tompkins
Community Association Manager