

SHIPYARD CONDOMINIUM ASSOCIATION, INC.  
BOARD OF DIRECTORS MEETING  
520 Southard Street, Key West, FL 33040  
And Via Zoom  
April 29, 2024  
Monday at 3:00 p.m.

1. CALL TO ORDER

President Glenn Krauss called the meeting to order at 3:00 p.m.

2. DETERMINATION OF QUORUM

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

3. PROOF OF NOTICE

Proof of meeting notice was provided by an affidavit signed by Community Association Manager Matthew Greenblatt.

4. MINUTES OF THE PREVIOUS MEETING

Treasurer Craig Tellerd moved to approve the minutes from the February 12, 2024, meeting. Vice President Francine LeCompte-Gittins seconded. The motion passed unanimously.

5. REPORTS OF COMMITTEE MEMBERS

Landscape: Secretary Jack Agnew pointed out that it is too dark around the park and he would like to see better lighting. He directed CAC to get quotes for more lighting and suggested that CAC Maintenance Manager Danny Franco and his crew might be able to do the job.

Pool: No report per se, but Pool Committee Member Donna Jeffrey led a discussion of the maintenance and condition of pool. CAC Manager Jose Wenzel is working on getting quotes for resurfacing.

Finance: Finance Committee Member, Alan Teitelbaum spoke about Reserve Expenses. The Association reserved \$75,000 for painting prep but are already over that number by \$100,000 and he expects that to increase by \$50,000 to \$100,000. before the project is complete.

6. UNFINISHED BUSINESS

Tim Tyran, Owner of TMT Painting, LLC spoke about his background which includes over 15 years of local experience. The question was asked if an owner can paint the porch themselves. The Board would consider allowing an owner to paint their own porch but since the contract with TMT was for painting the entire complex, the Board would much prefer to have TMT do all of the painting. The front decks are being painted by TMT Painting but not the back decks as they are private property.

Vice President Francine Le Compte-Gittins provided an update on the Impact Windows and Doors project. Currently 39 out of 183 units are in compliance. One building is 75% complete and another is 50% complete. Thirty-four owners have chosen Option B (association/project manager oversees installation). Progress is going well. We are awaiting responses from 16 homeowners to decide between Option A and Option B.

## 7. NEW BUSINESS

**Accommodation Policy:** Treasurer Craig Tellerd explained that he was advised by the Shipyard Condominium Association attorney that the Shipyard Condominium Association adopt an Accommodation Policy so when people request to have changes made because of being wheelchair bound, and perhaps they may need a ramp, that the Association has a written policy. There is a standard policy and Al Metty shared TAMPOAS policy with Treasurer Craig Tellerd, who then emailed it to the Board for their review prior to the meeting. TAMPOAS Accommodation policy was written by the same attorney Shipyard Condominium Association uses.

Treasurer Craig Tellerd made a motion to adopt the Accommodation Policy.

Vice President Francine LeCompte-Gittins seconded the motion.

The motion passed unanimously.

**Doors and Windows:** Treasurer Craig Tellerd made a motion to approve the installation of sliding impact glass doors on the rear deck and rear upper balcony provided they conform to the standards that have been previously set by TAMPOA, which include no screens installed on the outside and wider margins around the perimeter with possibly a higher bottom “kick plate” so that they maintain the appearance of the existing French doors.

Vice President Francine Le Compte-Gittins Seconded the motion.

The motion passed unanimously.

**Pool:** President Glenn Krauss led a discussion about Key FOBS for the pool and the condition of the white plastic pool furniture. CAC was asked to procure two or three quotes to replace the current wood pool gate with a solid metal gate. It was decided no action would be taken on replacing the pool keys with FOBS at this time.

President Glenn Krauss led a discussion about converting the pool into a saltwater pool. We have only one quote thus far and are waiting for two more. The benefits of saltwater conversion were discussed. Director Phil Babuder made a motion to proceed with converting the pool into a saltwater pool. Treasurer Craig Tellerd seconded the motion. The motion passed unanimously. Jose Wenzel from CAC will speak with Aqua Clean about the schedule for conversion so he can alert the membership.

**Annual Meeting discussion.** Treasurer Craig Tellerd discussed going back to a live annual meeting that is also on Zoom for the entire membership.

Laurie McChesney offered the new CAC space as a venue and Hotwire and CAC have been invited to be the Sponsor of this year’s Social.

#### 8. ASSOCIATION MEMBER INPUT

Homeowner Mike Caron said he was on the Board of Directors when Shipyard passed a motion to make Doors and Windows the Owners' responsibility. CAM Matthew Greenblatt will look for the original motion.

Homeowner Donna Pascavitch requested that the Gumbo Limbo tree in the pool area get trimmed. CAC Maintenance Manager Danny Franco will schedule with Dot Palm.

#### 9. ADJOURNMENT

President Glenn Krauss moved to adjourn the meeting. Vice President Francine-LeCompte Gittins seconded. The motion was approved unanimously.  
The meeting was adjourned at 4:56 p.m.

Respectfully submitted,

Reneé Tompkins  
Community Association Manager