

SHIPYARD CONDOMINIUM ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
520 Southard Street, Key West, FL 33040
And Via Zoom
November 22, 2024
Friday 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 Lecompte-Gittins, Secretary Jack Agnew, Treasurer Craig Tellerd, Director Phil Babuder were present via Zoom. A quorum was achieved. On behalf of CAC Management, Jose Wenzel and Blake Oropeza were present in person, CAM Renee Tompkins was present via Zoom.

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

Secretary Jack Agnew moved to approve the minutes from the Shipyard Board Meeting held 9/16/24. Treasurer Craig Tellerd seconded. The motion passed unanimously.

5. REPORTS OF OFFICERS AND COMMITTEES

- **Landscape:** Secretary Jack Agnew will speak to the Landscape committee about adding lighting along Southard Street towards the amphitheater.
- **Social:** Secretary Jack Agnew has scheduled the social for Sunday, January 26th at 5:00pm. This is the evening before the annual meeting, which will be January 27th.
- **Pool:** President Glenn Krauss updated the board that the pool has been drained and resurfaced and reopened on schedule. No salt is allowed for the first month while the surface cures. By mid-December the pool will again have salt water.
- **Finance:** Report deferred to New Business

6. UNFINISHED BUSINESS

- **Update on survey results for TAMPOA Gate Access for Shipyard owners:** President Glenn Krauss outlined the survey question which was whether members want to pay \$100.00 per year for access to the TAMPOA gates after 6:00pm. There was a 51% response, 61 votes for No, 33 votes for Yes. Discussion ensued. The vote and further conversation is tabled until the January 13th meeting.
- **Pool Resurfacing:** Update given in Reports of Officers and Committees.
- **Update on building painting project:** CAM Renee Tompkins updated the board. Buildings 19, 20 & 21 are being worked on with a completion date in the first

week of December. Afterwards, TMT will go through and work on the pickett fences and gates with a completion date by the first week of January.

- **Update on Impact Windows/Doors Project:** Vice President Francine LeCompte-Gittins reports 119 units out of 183 units have fully completed the project equivalent to 65%. Four buildings out of 21 have been fully completed and currently, only four buildings have less than a 50% completion rate. The goal remains to have all units come into compliance by May 31st, 2025, prior to the next insurance renewal. Francine would like to have those units that have not yet responded to do so by January 15, 2025. At that time, the committee will ask the board to intervene. Treasurer Craig Tellerd suggested the board meet to vote on taking over the project and a meeting was set for January 13th at 3 PM to discuss the issue further. Craig asked CAM Renee Tompkins to reach out to association attorney, David Rogel, to inquire how the board can force entry into member units who do not comply. CAM Renee Tompkins will send Certified Letters to those members who have not communicated with a response date due prior to the January 13th meeting. Treasurer Craig Tellerd thanked Francine LeCompte-Gittins, Renee Tompkins and Randy Niles for their hard work on this project.
- **Update on future roof requirements:** President Glenn Krauss relayed that the Citizens Insurance representative has put the association on notice that the roofs will need to be replaced prior to June 2026, or they will no longer be insurable due to Citizen's new statewide requirements that roofs be replaced every 15 years.

7. NEW BUSINESS

- **Vote to approve of the proposed year 2025 Budget:** Finance Committee chair, Alan Teitelbaum discussed budget issues and items and the rationale behind proposing a dues increase through a special assessment implemented in January 2025. President Glenn Krauss discussed the proposed assessment amount, payment options and due date. Director Phil Babuder proposed asking CAC CPA, Blake Oropeza to add the assessed amount to member statements so members can pay in installments over six months without penalty, with the total due no later than June 30th, 2025. *President Glenn Krauss made a motion that the Special Assessment amount be \$9,600.00, effective January 2025, spread out over six months at \$1600.00 per month and the Monthly Association dues be \$1,020.00. Treasurer Craig Tellerd seconded the motion. Board/Member discussion ensued. The motion passed unanimously.*
- **Vote to approve the rolling over of any excess member revenues:** Treasurer Craig Tellerd made a motion to roll over any excess member revenue. Director Phil Babuder seconded the motion. The motion passed unanimously.
- **Vote to approve the year-to-date reserve expenditures:** *Treasurer Craig Tellerd made a motion to approve the year-to-date expenditures. Vice President Francine LeCompte-Gittins seconded the motion. The motion passed unanimously.*
- **Board review of an Architectural Violation at the request of an owner:** President Glenn Krauss discussed a situation in which an owner installed a television on their rear porch without permission and in violation of association rules. The members spoke. The board discussed the rules and the necessity to

maintain them. The member was asked to remove the television and to return the common area wall to its original condition.

- **Discuss TAMPOA/Shipyard Park Lease Renewal:** *President Glenn Krauss relayed the lease is up, it costs \$1.00 to renew. President Glenn Krauss made a motion to renew the lease. Treasurer Craig Tellerd seconded the motion. The motion passed unanimously.*

8. ASSOCIATION MEMBER INPUT:

- **Shipyard Real Estate update from Mike Carron:** Member Mike Carron discussed the current market at Shipyard Condominiums.
- Some members expressed concern over the bike racks and abandoned bikes. CAC has feet on the ground tagging bikes and removing them when appropriate.

9. **NEXT MEETING:** The next meeting has been scheduled for January 13th at 3:00pm.

10. ADJOURNMENT

President Glenn Krauss moved to adjourn the meeting at 5:15pm. Vice President Francine Lecompte-Gittins seconded. The motion was approved unanimously. The meeting was adjourned at 5:15 pm.

Respectfully submitted,
Reneé Tompkins
Community Association Manager