

# **NORMANDY BY THE SEA**

Minutes for Board Meeting  
Held on January 17, 2016 at 5:30 pm  
Location: Pool House  
<http://normandybythesea.org/>

**Board Members Present:** Regina Balch (President), Carter Schroy (Secretary), Rosemary Calvi (Director), Rosemary Estep (Vice-President) and Linda Kewin (Treasurer).  
J.D. Richardson was represented by Cami Surette, CCAM.

**Homeowners present:** None.

Tim Flanagan of Green Bryant French Law Firm (GBF) and WICR deck coating representatives.

**Regina Balch called the meeting to order at 5:30 pm.**

## **LANDSCAPE REPORT:**

Tabled Atlas quote to cut down and stump grind two Melalucas on north side driveway entry until a quote for the fence replacement project has been approved.

**ARCHITECTURAL COMMITTEE REPORT:** Haven't received stamp plans from B24 yet.

## **MAINTENANCE CALENDAR:**

- JDR to have someone look into why there were no lights in the pool area. (Pending)
- Send Knitter out to B Building to inspect the roof. Roof leak could be causing leak in B24.
- Follow up with Ron to see if he met with the electricians to repair the path lights.
- A building washer is leaking periodically, have Apex check drum and hose connection.
- Have Jody the Handyman clean the dryer vents in A&B building laundry rooms.
- FireWatch quote complete the Annual Service of (2) Alarm Systems.

Unless otherwise indicated the following were **Motioned**, **Seconded** and **Approved** unanimously.

## **CONSENT CALENDAR:**

**M/S/A:** December 20, 2016 open session meeting minutes.

**ACCEPTED:** November & December, 2016 unaudited financials.

## **UNFINISHED BUSINESS:**

### **B34 DECK REPAIRS.**

WICR to reimburse Homeowner \$100 for damaged rollers to his slider screen and HOA for paint touch up to railings. Management will contact WICR with cost for reimbursement once Pacific Western Painting is complete with the deck railing paint touch up and invoice is received.

B24 ABOVE SLIDER LEAK.

Board agreed to have Knitter Construction inspect the B building roof and prepare a report, and if necessary quote to repair any deficiencies where possibility of water intrusion is likely.

B31-B32 DECK REPAIRS.

M/S/A: WICR quote for B32 ocean view balcony deck & B31 Ocean view balcony deck in front and side bedroom balcony deck.

PERIMETER FENCING REPAIRS/REPLACEMENT.

Tabled until Management meets with Alpine fence and a quote from them is obtained.

BRIGHT LIGHTS FROM ADJACENT APARTMENTS (NORTHSIDE)

Board agreed to test painting inside of one light fixture to decrease the brightness of the LED lights installed at the apartment community next door. Need to contact manager. (Pending communication with Manager)

PAINTING CONDUITS, WINDOW SILLS & DOORS.

Pending work to take place in 2017.

B11 HALLWAY DRYWALL REPAIRS.

Jack Hofstee to complete hallway drywall repairs January 20<sup>th</sup>. Once drywall is complete, Protec can texture and paint the wall.

**NEW BUSINESS:**

MANDATED 5 YEAR ELEVATOR LOAD TESTING.

M/S/A: Specialized Elevator estimate for \$3,200.

GARAGE GATE QUOTE.

Board requested another quote in addition to Vortex's for the garage gate for A building repairs. To include Aluminum guides, Safety edge and Take up reel.

SECURITY CAMERAS.

Tabled.

With no business to discuss in Executive Session, the board adjourned the meeting at 6:35 pm.

Next scheduled meeting is Tuesday, February 21, 2017 at 5:30 pm at the Pool house.

Signed Carly B. Schroy Date 2/21/17