

# NORMANDY BY THE SEA

Minutes for Board Meeting  
Held on February 16, 2016 at 5:30 pm  
Location: Pool House  
<http://normandybythesea.org/>

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

**Homeowners present:** Ron Wichner and Arjon D'Angelo.

Guests: Danica Taurosa from San Carlos Cleaning and Handyperson Jody.

The meeting was called to order by Regina Balch at 5:38 pm.

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

**M/S/A:** January 19, 2016 Open session meeting minutes.

**ACCEPTED:** December 2015 & January 2016 unaudited financials were tabled.

**Resolved:** JWC contract provided to the board to review before signing.

**M/S/A:** Omni graphics 3 proofs for pool & spa signage condensing and replacement.

**Resolved:** Fence repair decision to be discussed at the March meeting. (Cami to follow up with Gary)

**Resolved:** Next door apartment 550 Stratford Court bright LED lights to be discussed at February's meeting.

**Resolved:** Wrought iron painting bids tabled until April 2016.

**Resolved:** Painting (conduits, window sills & doors etc.) tabled until April 2016.

**Resolved:** Solar Tech proposal to heat pool with solar tabled until April 2016.

**Resolved:** To discuss lock on Gate at South Front Entry tabled until April 2016.

**Resolved:** To discuss the bright lights with the community manager next door.

- Resolved:** Leak in unit B24 above slider Handyperson Jody to inspect and repair.
- Resolved:** Window leak in B11 possibly caused by defect in windows at B21 was inspected by JWC and will scheduled Anderson Window manufacturer to inspect possible defect and make any necessary repairs per the warranty.
- Resolved:** JDR to inform JWC the unit A 25 windows were installed without flashing and could possibly the source of water leak in A15. JWC to install flashing.
- Resolved:** Jody the Handyperson to caulk the rubber at the base of their slider door which is leaking.
- Resolved:** JDR to obtain feedback from Knitter regarding whether they repaired A-31 2<sup>nd</sup> roof leak?
- Resolved:** Ron to obtain quote for Speed Queen Coin operated dryer to replace stolen gas Maytag Dryer for Laundry room B.
- Resolved:** Have Jody (handyperson) clean out the dryer vents in both laundry rooms.
- Resolved:** Specialized Elevator quotes for elevator doors were denied at this time.
- Resolved:** Complete insurance loss prevention steps.
- Resolved:** Treebeard to rake the mulch that has been tossed upon the bluff area grass by the wind back to the planter area.

There being no further business to come before this board the meeting was adjourned at 6:47 pm.

Next scheduled meeting will be held Tuesday, March 15, 2016 at 5:30 pm.

Signed       *Carly B Schrap*       Date       *3/15/16*