

NORMANDY BY THE SEA

Minutes for Board Meeting
Held on April 18, 2017 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.

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

LANDSCAPE REPORT:

M/S/A: Landscaping Extra items provided on Treebeard April's walk through punch list.

ARCHITECTURAL COMMITTEE REPORT: Nothing to report.

MAINTENANCE CALENDAR:

- Shop for pool table with umbrella and chairs. (Walmart or Target)
- Have Specialized go back to elevator in A bldg. and re-install key lock for elevator.
- Modern Washer/Dryer quotes that take cards. (check with the apartments next door)
- Josh Nelson Pools to conduct the acid wash for the spa to remove the green stains.
- Inform owner in A bldg. to remove storage in garage.
- Follow Up with Doorworx and see when they will be out to conduct the repairs?
- Letter to be given to owners with shoes left out in hallway.
- Have B building carpet and front entry tile cleaned by Stanley Steemer.
- Garage A Building Repairs to be done by Doorworks.

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

CONSENT CALENDAR:

M/S/A: March 14, 2017 open session meeting minutes.

ACCEPTED: March 31, 2017 unaudited financials.

UNFINISHED BUSINESS:

B24-B34 WATER TESTING.

Completed. Protec to make the repairs underneath B34 slider and B34 slider will be replaced as soon as possible.

B31-B32 DECK REPAIRS.

Pending Waiting for additional quotes.

FENCE REPAIRS.

Pending Board would like additional bids to only include replacement of damaged boards only on Northside fence. (Not a complete replacement of all board on the Northside)

BRIGHT LIGHTS FROM ADJACENT APARTMENTS (NORTHSIDE)

Pending Rosemary Estep is following up with management about lighting.

PAINTING CONDUITS, WINDOW SILLS & GARAGE DOORS.

Pending Work to take place in 2017.

RESTATEMENT OF CC&R'S AND BYLAWS.

Pending Board to meet and discuss changes for the attorney.

WROUGHT IRON GATE LOCK/QUOTE PENDING.

Pending Additional bids needed to install key lock that uses the same common area key.

A BUILDING RE-ROOF QUOTES.

Pending Board would like to have companies quote for a section only (southwest corner of A building to be completed).

ASAP LANDSCAPE DAMAGED STORM DRAIN REPLACEMENT.

Drain pipe replaced and job is completed.

NEW BUSINESS:

INSURANCE RENEWAL.

M/S/A:	Berg insurance renewal for May 3, 2017.
	Property Insurance \$15,919.00
	General Liability Included
	Directors & Officers Included
	Umbrella \$891.00
	Fidelity Bond Included
	Cyber Liability Included
	<u>Workers Comp.</u> \$516.00
	TOTAL PREMIUM \$17,326.00

JWC WINDOW REPLACEMENT & REPAIRS FOR A BLDG. 15, 25, 35

Pending Board would like to compare cost of Milgard Composite & Anderson Composite windows. They would like to know if Milgard and/or Anderson do installation. JWC to include B34 new slider in a revised proposal.

BOILER SEDIMENT CLEANING.

M/S/A: ASAP Drain & Plumbing's quote for 4 boilers x \$196 and \$94 for parts & material per unit.

JETTING OF LINES.

M/S/A: Drain Patrol preventative maintenance agreement for \$1,825. Garage power washing will need to be scheduled and coordinated after the lines have been jetted. (All vehicles will need to be removed from both garages)

With no business to discuss in Executive Session, the board adjourned the meeting at 6:15 pm.

Next scheduled meeting is Tuesday, May 16, 2017 at 5:30 pm at the Pool house.

Signed Carl B Spray Date 5/16/17