

NORMANDY BY THE SEA

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

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

Homeowners present: Ron Wichner and Peter Sobieski

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

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

M/S/A: July 19, 2016 open session meeting minutes.

ACCEPTED: July 31, 2016 unaudited financials.

WINDOW REPLACEMENT UPDATE.

Windows installed and repairs completed. JDR will send out notices to owners for reimbursement for the purchase of their windows and sliders.

JWC B30 DECK REPAIRS.

JWC to contact owner to complete resurfacing the deck due to BBQ damages and crack. (Both Owner & HOA responsible to repair)
*Deck repairs need to be scheduled with JWC and tenant.

B34 DECK REPAIRS.

JDR obtaining additional quotes.

PERIMETER FENCING REPAIRS/REPLACEMENT.

JDR contacted Isidor Fencing to provide a quote to replace both north & south fencing. Isidor to help contact owners North of Normandy to share in the expense to replace the Northern fencing. Quote pending.

BRIGHT LIGHTS FROM APARTMENTS.

JDR to also speak to the apartments regarding their new lighting that is very bright. The Board would like to offer to purchase new fixtures for the exterior

lighting that shines brightly in Normandy owners units. There should be around 5-6 lights that shine brightly into owners units.

PAINTING CONDUITS, WINDOW SILLS & DOORS.

Tabled until current projects are completed.

REPLACEMENT OF WROUGHT IRON FENCE AT SOUTH ENTRANCE.

M/S/A: Mitre Fence Inc. estimate to replace the wrought iron fence with identical current closing or locking device. Price not to exceed \$1,700.

SOLAR HEATING FOR POOL.

Board agreed to take this item off the agenda and not pursue further.

2017 DRAFT BUDGET.

M/S/A: 2017 Budget with no increase in current assessment of \$520.

CLEANING CONTRACT.

M/S/A: AssociaOnCall proposal for two janitorial technicians once per week at a monthly cost of \$1,619.00.

FIRE SAFETY QUOTES.

FireWatch reviewed items observed by Simplex Grinnell and made the appropriate repairs or provided explanation.

ROOF HATCH TUBES.

Protec replaced the tubes. Building B tubes were installed but there aren't springs installed and roof hatch incredibly hard to open. JDR to have Protec install springs so the hatch can be easily opened. Hatch is also used as ventilation of the hot air inside the building.

DRONES.

JDR to send out proposed Drone rules to the membership for 30 day comment period before the rules may be adopted by the Board.

CEILING LEAK REPAIRS.

HOA to pay expenses for A20 and have A30 reimburse Association.

LARGER RECYCLE BIN.

M/S/A: Larger recycle bins for both buildings.

*Josh Nelson pool cleaning services to on Monday and Thursday if possible? Contact Josh.

- *Pool house shower needs a new cartridge. Shower is dripping continuously.
- *Fan in pool bathroom not working.
- *Board would like an updated vendor list.
- *Remind Atlas to complete the tree trimming in September.
- *Regina to check to see if her old laundry box key works for new dryer.
- *Atlas tree to remove diseased tree adjacent to Linda Kewin's unit.

There being no further business to come before this board the meeting was adjourned at 6:20 pm.

Next scheduled meeting is the Annual Meeting & Election held Saturday, September 17, 2016 at 10:00 am at the Pool house.

Signed Carty B Schrey Date 10/18/16