

# NORMANDY BY THE SEA

Minutes for Board Meeting  
Held on July 17, 2018 at 5:30 pm  
Location: Pool House  
<http://normandybythesea.org/>

**Board Members Present:** Regina Balch (President), Linda Kewin (Vice President) Carter Schroy (Secretary) and Rosemary Calvi (Treasurer). JD Richardson (JDR) was represented by Sylvia Lopez.

**Homeowners present:** None

**Regina Balch called the meeting to order at 5:32 pm.**

## **MEMBERS' COMMENTS:**

None.

## **APPROVAL OF MINUTES:**

**M/S/A** June 19, 2018 open session meeting minutes

## **LANDSCAPE REPORT:**

Landscape Committee Members Carter Schroy, Arjon D'Angelo, JDR representative Sylvia Lopez and Treebeard representative Alvaro Lopez conducted a landscape walk through. No landscape concerns reported.

## **MAINTENANCE REPORT:**

- Maintenance Calendar
- Atlas Tree Trimming to inspect and trim trees in early Fall
- Washers and dryers checked
- A Building front door repair
- B Building trash chute deflectors

## **FINANCIAL REPORT:**

**M/S/A** June, 2018 unaudited financials

- Treasurer Rosemary Calvi reported net income of \$4,165.75. Balance in operating is \$8,640.87. Total reserves \$230,718.62.

## **OLD BUSINESS:**

### **B24 LEAK UPDATE & REIMBURSEMENT.**

Pending Andersen inspected B34 sliding door and scheduled sealing of track on July 26<sup>th</sup>.

### **BUILDING A LAUNDRY ROOM SINK & FAUCET.**

M/S/A ASAP to install laundry room sink and faucet. Two days notice to building required for water shutoff during installation.

### **ROOF HATCH REPAIR.**

Pending Christian Brothers to inspect.

RESTATEMENT OF GOVERNING DOCUMENTS.

Pending Revisions by Board from May 18 meeting integrated into draft by HOA attorney. Smoke and insurance sections discussed for further revision.

**NEW BUSINESS:**

ELECTION RULES & CODE OF CONDUCT.

Pending Election Rules drafted by HOA attorney reviewed. Attorney to confirm what has changed.

ASAP PROPOSALS-SHOWER DRAINS JETTING & CAMERA SCOPE GARAGE LINES.

Tabled Drain Patrol to provide jetting quote.

BUDGET DRAFT.

M/S/A Draft budget reviewed and discussed expenses for the upcoming year. Upon a motion duly made, seconded and carried, the Board approved an assessment increase of \$20.00 per unit per month to increase reserve funding.

RESERVE STUDY.

M/S/A The reserve study submitted by Sonnenberg & Co. was reviewed, discussed for budget purposes and accepted for distribution.

ANNUAL MEETING & ELECTIONS.

Annual meeting scheduled for September 16, 2018. All homeowners were sent notification of meeting and Request to Serve candidacy forms.

Next scheduled meeting is Tuesday, August 21, 2018 at 5:30 pm at the Pool House.

Regina Balch adjourned the meeting at 6:48 pm.

Signed Carly B Schroy Date 8/21/18