

NORMANDY BY THE SEA

Minutes for Board Meeting
Held on September 19, 2017 at 5:30 pm
Location: Pool House
<http://normandybythesea.org/>

Board Members Present: Rosemary Estep (President), Carter Schroy (Secretary), Rosemary Calvi (Director), Regina Balch (Treasurer) and Linda Kewin (Vice President). JD Richardson was represented by Niki Moore, Community Manager.

Homeowners present: Charlotte Gumbrel with her son and daughter.

Rosemary Estep called the meeting to order at 5:30 pm.

LANDSCAPE REPORT:

Landscape walkthrough – 1st Thursday of every Month. Confirm with Alvaro of Treebeard Landscape.

MAINTENANCE CALENDAR:

- Pool Permit expired at the end of April.
- Pool Inspection Report Violations for both Pool & Spa Inoperable flow meters.
- Elevator Permit expired 2016.

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

CONSENT CALENDAR:

M/S/A: August 15, 2017 open session meeting minutes.

ACCEPTED: August 31, 2017 unaudited financials.

UNFINISHED BUSINESS:38

A BUILDING REROOFING PROJECT UPDATE

McDonnell Roofing Schedule for reroofing of Building A is to be confirmed and Window replacement scheduled following reroofing.

A15, A25, A35 Window Replacement Change Order

Jon Wayne Construction to order windows for installation per their approved contract.

RESTATEMENT OF GOVERNING DOCUMENTS

To be completed by Timothy Flanagan and included in the October Board Meeting for review.

NEW BUSINESS

MORGAN STANLEY INVESTMENT LADDERING RECOMMENDATION

MSA to leave \$100,000 in Money Market Account.

B26 INSPECTION REPORT

Board requested proposals from Primeco and ProTec Building Services to consider at next Board meeting.

A BUILDING 1ST FLOOR CARPET QUOTE

MSA for Linda Kewin to purchase and Normandy to reimburse her and have installed the carpet for the first floor in the A Building following the renovations of Unit A12.

The board adjourned the meeting at 6:30 pm.

Next scheduled meeting is Tuesday, October 17, 2017 at 5:30 pm at the Pool house.

Signed Carton B Schroy Date 5/15/18