

**Normandy by the Sea Community Association
Minutes of the Regular Session Meeting
of the
Board of Directors
January 14, 2004**

A Regular Session Meeting of the Board of Directors of Normandy by the Sea Community Association was called to order by Michael Kewin at 6:06 p.m. on Wednesday, January 14, 2004 in the clubhouse at 424 Stratford Court in Del Mar, California.

A quorum was established as the following Directors were in attendance:

*Directors present: Michael Kewin
Peter Calvi
Dr. Maurice Miller
Susan Farish
Dr. Steven Balch*

Directors absent: none

*Also present: Pamela Hutton, N. N. Jaeschke, Inc.
Interested Homeowners:
Annika Risher
Perla Wichner*

HOMEOWNER FORUM

There was no new business brought up for homeowner discussion.

MINUTES

After review and upon a motion made, seconded and carried unanimously, the Minutes of the Regular Session Board Meeting of November 19, 2003 were approved. After review and upon a motion made, seconded, and carried, the Board approved the Minutes of the Executive Session Meeting of December 12, 2003.

FINANCIAL

Dr. Miller reviewed the financial reports with the Board for the periods ended November 30, 2003 and December 31, 2003. Upon a motion made, seconded and carried unanimously, the financial statements were accepted for placement on file for audit. Upon a motion made, seconded, and carried, the Board approved reversing the \$1.00 balance on Member # 015-021's account.

COMMITTEES

There were no committee reports. The Board President appointed the following to the Finance Committee and directed Management to provide copies of the monthly financial statements to them.

Ron Wichner Richard Mackaig Annika Risher

MANAGEMENT REPORT

Management submitted a written report, a copy of which is on file.

OTHER BUSINESS

***Proposal from Merrill Lynch to Ladder Portfolio:** The Board decided to table the proposal and refer it to the Finance Committee for a recommendation.*

***Proposals for Janitorial Service:** The Board tabled a decision until a bid from another janitorial service company is obtained.*

***Laundry Faucet:** The Board tabled a decision until one or more Board members can meet with the plumbing contractor and get clarification on what is needed.*

***Bids for Repaving the Driveway Asphalt:** The Board tabled a decision on this item.*

***Wrought Iron Refurbishment Bids:** The Board tabled a decision on this item.*

***Request from Member #015-008 for Repairs:** The Board tabled a decision until more information on what is being requested from the member.*

***Damaged Lock:** The Board tabled a decision on this item.*

***Web Site:** The Board tabled a decision on this item.*

***Termite Damage:** The Board tabled a decision on this item.*

***Storage of Association Records:** The Board tabled a decision on this item.*

***Disclosure per Business and Professions Code:** Management reviewed with the Board the provisions of the disclosure.*

***Approval of Common Area Plumbing Expenditure:** Upon a motion made, seconded, and carried, the Board approved reimbursing Member #015-001 for plumbing charges for clearing of a common area line, not to exceed \$200.00. Director Steven Balch abstained from voting.*

***Ratification of Decision to Hire Kraft Cleaning & Restoration in B11:** Upon a motion made, seconded, and carried, the Board ratified the decision made by the President to have Kraft Cleaning & Restoration make the remediation of water damage in B11. One director abstained from voting. Upon a motion made, seconded, and carried, the Board approved increasing the contract amount to an amount not to exceed \$10,000 including the costs of inspection and testing. One director abstained from voting.*

***Ratification of Decision to Hire H.M. Pitt Labs in B12:** Upon a motion made, seconded, and carried, the Board approved the decision to hire H.M. Pitt Labs to make an inspection and report in B12, and to hire Environmental & Decontamination Services to make the remediation.*

NEXT WALKTHROUGH

The next Walk Through is yet to be scheduled.

NEXT BOARD MEETING

The next Regular Session Board Meeting is scheduled for Wednesday, February 11, 2004 at the clubhouse at 424 Stratford Court, Del Mar, California.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:49 p.m.

Approved: _____ */s/ S. Farish* _____ *Date:* _____ *2/11/04* _____
Secretary