

Normandy by the Sea Community Association
Minutes of the Regular Session Meeting
Board of Directors
March 10, 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 6:02 p.m. on Wednesday, March 10, 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*

*Also present: Wade Andre, N. N. Jaeschke, Inc.
Interested Homeowners:
John Patchett
Perla Wichner
Ron Wichner
Peter Sobieszczuk*

APPOINTMENT

At this time, a motion was made, seconded and carried, to appoint Ron Wichner to the Board of Directors to fulfill the term vacated by Dr. Stephen Balch at the last Board of Directors meeting.

MINUTES

Following review a motion was made, seconded and carried, to approve the Minutes of the Regular Session Board of Directors Meeting held on February 11, 2004 with the correction of changing the name of Camila Risher to Annika Risher and Peter Dobies to Peter Sobieszczuk.

FINANCIAL

Dr. Miller reviewed the financial reports with the Board for the period ending February 27, 2004. Upon a motion made, seconded and carried unanimously, the financial statements were accepted for placement on file for audit. Management was requested to research some items within the Financial Report, and report back to the Board at the next meeting.

Certificate of Deposit: *A motion was made, seconded and carried, to open a Certificate of Deposit with Capitol One for a term of 2 and ½ years, at a rate of 3.1% in an amount of \$25,000.00. The funds for this are to come out of the Association's Merrill Lynch account.*

MANAGEMENT REPORT

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

COMMITTEES

Landscape: *No report was given at this time.*

Architectural: *It was noted the Committee was not active at this time, and that Susan Farish has resigned.*

Maintenance Committee: It was noted they were keeping on top of the lighting in the Association.

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OLD BUSINESS

Fire Monitoring Contract: As requested, Management submitted a bid to the Board from Fire Watch for the monitoring of the Fire Systems in the buildings. A motion was made, seconded and carried, to approve the bid in an amount of \$195.00 per quarter with a set up fee of \$130.00 for both buildings.

Restoration Bid for unit B-11: Management presented bids for the partial restoration of flood damage in unit B-11. Following discussion, a motion was made, seconded and carried, to approve the bid submitted by B&Z Builders in an amount not to exceed \$12,000.00, with the Association's attorney setting the scope of work.

NEW BUSINESS

Power Washing the Garages: Management presented bids for power washing the garages. A motion was made, seconded and carried, to approve the bid submitted by J&S Power Cleaning in an amount of \$700.00.

Asphalt Work: Management presented bids for skin patching and sealing the asphalt within the Association. A motion was made, seconded and carried, to approve the bid submitted by Sigge's Paving in an amount of \$3,500.00.

Miscellaneous Fee Unit B34: Management presented correspondence from this unit regarding a \$150.00 fee posted to his account. Management advised the Board that research had been done, and it is not clear from the previous Management Company as to what this fee is for. A motion was made, seconded and carried, to write off this fee.

Satellite Dish Installation: The Board ratified the installation of a satellite dish at unit A34.

Common Area Keys: Discussion was held regarding the current common area key policy. A motion was made, seconded and carried, that there would be a \$10 charge for replacement common area keys.

Web Site Hosting: A motion was made, seconded and carried, authorizing \$60.00 per year for a web site hosting for the Association's web site.

NEXT BOARD MEETING

The next Regular Session Board Meeting is scheduled for Wednesday, April 14, 2004 at 6:00p.m. 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 7:24 p.m.

Approved: _____ /s/ S. Farish _____ Date: _____ April 14, 2004
Secretary