

**Normandy by the Sea**  
**Board of Directors Meeting Minutes**  
**Held on Aug 19<sup>th</sup>, 2008 at Normandy's Pool House, Del Mar, CA 92014**

**Board Directors Present:** Michael Kewin, Ron Wichner, Peter Calvi, Carter Schroy and Maurice Miller.  
Also present was Cami Surette from Pilot Property Management.

The meeting was called to order at 5:34pm.

**Open Forum:** No members were present.

Unless otherwise indicated, upon motion duly made, the following motions were passed unanimously.

**Motioned, Seconded and Approved (MSA):** Agenda.

**Management Report:** Clarification needed for B15-B14 carpet repairs was addressed. Millennium to replace pad outside B-14. It was pointed out that the work order log contained some inaccuracies. Move in/Move out procedure letters are to be sent to B-26, B-10, B-11, A-26, A-30, and B-25. Also, management is to create or develop a template stating rules and regulations for patios and balconies. In addition, management to get two bids for pool and spa main drain covers installation.

**MSA:** July 15, 2008 meeting minutes as revised. (Miller abstained.)

**MSA:** July 2008 financials.

**MSA:** Work order log.

**MSA:** Violation log.

**MSA:** Drain jetting proposal from Drain Patrol in the amount of \$1,875, not to exceed \$2,000 (make sure to include drains inside lockers in garages).

**Motioned Tabled to 9/08 mtg:** Drip system proposals from Emma & Artistic.(scan and email to board Artistic's bid)

**MSA:** Millennium proposal to remove and replace Arbor in garden at southwest corner of property for \$2,495 but not to exceed \$2,750 upon request to include stain and seal color to match existing brown trim.

**Motioned/Tabled to 9/08 mtg:** B bldg. elevator floor status.

**MSA:** To send delinquency letter to homeowner asking for a response or a date when their account will pay in full.

**MSA:** Painting in light well B-14, with notification to owner it will need to be returned to its original state/color at move out or sale. (Carter abstained.)

**MSA:** Sandez Ornamental Iron Work \$14,150 proposal for A & B Building interior garage painting, pressure washing and painting of laundry room in Bldg. B.

**MSA:** May and June financials.

**MSA:** Berg Earthquake insurance quote.

**Motioned/Tabled to 9/08 mtg:** Reimbursement for B15/25 plumbing repairs.

**Motioned/Tabled:** Acceptance of Sonnenberg reserve study update (corrections pending; Board anticipates taking action without a meeting to approve the study.)

**Motioned/Tabled to 9/08 mtg:** Satellite cables - response to Management letter.

**Motioned/Tabled to 9/08 mtg:** Pool Furniture.

**Motioned/Tabled to 9/08 mtg:** Holder/Frame for lock boxes (bids).

**MSA:** Firewatch proposals for replacement of fusible links in trash rooms, inspector valves & related piping in the sprinkler system.

**MSA:** 2008/2009 Budget.

**Motioned/Tabled to 9/08 mtg:** La Jolla lock replacement proposals.

**Motioned/Tabled to 9/08 mtg:** Pilot's contract modifications (clarification on \$15 service charge for each key)

**MSA:** Board meeting date changed to September 2<sup>nd</sup>, 2008 at 5:30 pm.

In executive session the Board discussed delinquencies and **MSA:** July 15<sup>th</sup> minutes.

Next Board of Directors Meeting will be held on September 2nd, 2008.

The meeting adjourned at 7:25 pm

Approved:     /s/ Carter Schroy     Date:     Sept 2, 2008