

**Normandy by the Sea**  
**Board of Directors Meeting Minutes**  
**November 18, 2008 at the Normandy pool house**

**Board Directors Present:** Michael Kewin, Ron Wichner, Clark Henry, Maurice Miller and Ree Miller.

Also present was Cami Surette from Pilot Property Management.

The meeting was called to order at 5:30 pm.

**Election of Officers:** Board of Directors offices chosen as follows: Michael Kewin-President, Maurice Miller-Vice President, Ronald Wichner-Treasurer, Ree Miller-Secretary and Clark Henry-Director.

**Open Forum:** No members present.

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

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

**Management Report:** Management to follow up with Coastal Plumbing to confirm leak was fixed above A-30 parking spot. Add B-15's two electric bills to the total of B-25 reimbursement letter. Management to follow up with La Jolla Lock & Safe regarding proposed lock type and prices. Mold remediation reimbursement letter for B-25 to be revised with utility reimbursement then sent to Mr. Kewin for approval. Management to confirm with Emma Landscape proposals will maintain irrigation without valves or times on the south side fence. Management asked to follow up with Merrill Lynch and CD terms and to confirm account #1410424227 has been sent to collections with Jeff French.

**MSA:** October 2008 meeting minutes. (Ron Wichner abstained)

**MSA:** August, September and October 2008 financials. (Clark Henry and Ree Miller abstained)

**MSA:** Work order log.

**Motioned Tabled to 12/08 mtg:** Drip system proposals from Emma & Artistic.

**Motioned Tabled to 12/08 mtg:** Michael and Ron to look at possible flooring replacements for B building at J.W. Flooring.

**Motioned Tabled to 12/08 mtg:** Reimbursement for plumbing repairs. (Send corrected letter)

**Motioned/Tabled to 12/08 mtg:** CC&R's update.

**Motioned/Tabled to 12/08 mtg:** La Jolla Lock replacement proposals.

**MSA:** Like New Pools proposal for installation of second drain to both pool and spa for \$3,739.15.

**Motioned/Tabled to 12/08 mtg:** Clarification of bids for Elevator cylinder replacement and include pumps in bids.

**MSA:** Emma Landscaping Company proposal to install 11 flats of Hauns Ivy for \$275 at south side pool planter.

**Motioned/Tabled to 12/08 mtg:** Emma Landscaping proposals for right side of front planter for \$1775 & Left side of front planter for \$2,735. Also proposal for Front turf areas for \$800 .Get landscape design plans.

**Motioned/Tabled to 12/08 mtg:** Merrill Lynch CD recommendations. Management to confirm any shorter term investments that will increase rate of return.

There was no action taken/nothing discussed in executive session.

Next Board of Directors Meeting will be held on December 16th, 2008 at 5:30 pm.

The meeting adjourned at 6:20 pm.

Approved: \_\_\_\_\_ /s/ Ree Miller

Date: \_\_\_\_\_ 12/16/2008