

Normandy by the Sea
Board of Directors Meeting Minutes
held March 17, 2009 at the Normandy pool house

Board Directors Present: Michael Kewin, Ron Wichner, Clark Henry and Maurice & Ree Miller. Also present was Cami Surette from Pilot Property Management.

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

Open Forum: Member Judith Hulse was present.

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

Motioned, Seconded and Approved (MSA): Agenda.

Management Report: Have Emma Landscaping ensure that the small palm in front of entrance to building B is watered appropriately. Management to have Reliable Elevator revise their proposal to include labor cost of replacing plunger piston(s) bid not to exceed \$92,000. Contact Magnum and have them schedule the asphalt repairs at least two weeks out in order to give ample notification to homeowners. Retain another proposal for isolation valves (ASAP Plumbing). Have Tom Sweeney from Community Pools provide a proposal to split the drains in both pool/spa ASAP. Send letter to homeowner to pay Coastal Plumbing invoice for \$169.50. Management to obtain another proposal from an arborist to trim the junipers. To obtain a final proposal from Bill Clark CTE for the purchase and installation of the Board approved bronze lighting fixture. Management to check if Normandy has a Vortex gate maintenance contract.

MSA: January 2009 meeting minutes.

MSA: January and February 2009 Financials.

MSA: Work order log.

MSA: Resource floors, Inc proposal for selection ALT 2 (Formis 2, 18"x18", Rain #62223 GM), installed in two elevator cabs. Pull up of existing flooring, moisture remediation, excessive floor prep excluded in proposal.

Motioned Tabled to 4/09 mtg: CC&R's update.

MSA: Reliable Elevator Proposal revised to include labor costs to replace plunger/piston in both elevators not to exceed \$92,000.

MSA: Magnum Sealing & Paving for asphalt repairs for \$1,550.

Motioned Tabled to 4/09 mtg: Coastal Plumbing revised proposal regarding installation of isolation valves. Management to obtain one more proposal.

MSA: To remove from the agenda quarterly gate maintenance proposals.

Motioned Tabled to 4/09 mtg: To retain a proposal from Community Pools regarding splitting the drains at the pool & spa.

MSA: To send homeowner letter of responsibility to cover Coastal Plumbing invoice 21933 for \$169.50.

Motioned Tabled to 4/09 mtg: To retain another proposal from an arborist to trim the junipers.

MSA: To remove from agenda LED Exit Signs proposal.

MSA: To retain a proposal from CTE (Bill Clark) for the bronze light fixture(s).

MSA: To approve unanimous consent without a meeting to retain AES for the telephone entry intercom replacement project.

MSA: To remove from agenda Merrill Lynch recommendation.

Next Board of Directors Meeting will be held: TBA

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

The meeting adjourned at 7:04 pm.

Approved: _____ /s/ Ree Miller

Date: _____ 4/6/2009