

Normandy by the Sea
Board of Directors Meeting Minutes
Held December 08, 2009 at the Normandy pool house

Board Directors Present: Michael Kewin, Ronald Wichner, Pete Calvi, Gary Malino and Ree Miller. Also present was Tony Easton from Pilot Property Management.

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

Open Forum: Charlotte Gumbrell was in attendance.

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

Motioned, Seconded and Approved (MSA): Agenda.

Management Report: Management to instruct CBS, Community Building Services, to power wash Building A. There are about 64 patio light fixtures to be replaced. Two books of fixture samples were given to the Board. The owner of B12 needs to file a registration form.

Tabled: October and November 2009 Financials until next meeting.

MSA: The minutes for the meeting held on October 20, 2009 were approved.

MSA: The Violation and Work order log were reviewed and accepted.

MSA: Restated Rules and Regulations effective December 8, 2009.

Tabled: Counting of votes on the revised CC&R's and Bylaws because the 75% quorum requirement had not been reached. The deadline was extended until 5pm on January 18, 2010.

Tabled: Outdoor patio lighting (C.T.E.)

Tabled: Vote on replacing leaky drain pipes and fittings in both garages. (Board wants a third bid; the two bids received were too different in content.)

MSA: Bid of \$1980 from ASAP Plumbing for rough-in plumbing to add a new washing machine in laundry room in both buildings. (Millenium to complete drywall repairs.)

MSA: Sonnenberg and Company review of financial statements for year ending September 30, 2009. Management to mail out to members.

MSA: Tree trimming proposal from Cortez at cost of \$2300.

MSA: "A" building water heater replacement proposal from ASAP for \$4900.

MSA: Decline proposal from Merrill Lynch to increase and ladder CD's. Proceeds from the CD maturing 12/09 are to be placed in the money market fund.

MSA: Accept proposal from Artistic Maintenance to provide irrigation for 4 planter boxes at a cost of \$929.33.

MSA: Accept 9/30/2010 proposal for end-of-year financial review and tax preparation (\$1200) and reserve study proposal for \$400 from Sonnenberg and Company.

Next Board of Directors Meeting will be held: January 19, 2010 at 5:30 pm.

The meeting adjourned at 6:56 pm.

Approved: /s/ Ree Miller

Date: 1/19/2010