

Normandy by the Sea
Board of Directors Meeting Minutes
Held August 17, 2010 at the Normandy pool house

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

The meeting was called to order at 5:31 pm.

Open Forum: Jim Jelley was present.

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

Motioned, Seconded and Approved (MSA): Agenda.

Management Report: Management to contact Dallas at Millennium to ask why they chose the James Handy siding product in the Instructions To Bidders & Required Bid Form. Depending on the response we may want to add the option of another other type/brand of siding to the Form. Management to call Bill Clark (CTE) to address the south side and front lighting outages at his earliest convenience. Follow up with Reliable Elevator to address the oil leak in the elevator room and related issues. Have Artistic replace the broken irrigation valve cover and box.

MSA: Minutes of the July 20, 2010 meeting.

MSA: Acceptance of June 2010 financials.

Tabled to 9/10 mtg: July 2010 financials

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

Tabled to 9/10 mtg: Outdoor patio lighting (CTE).

Tabled to 9/10 mtg: Wood Shingle / Wood Door replacement.

MSA: 2010-2011 Budget.

MSA: 2010 Reserve Study.

MSA: Payment of \$1095 to Sherlock Environmental and Management Services for a mold remediation inspection.

MSA: Millennium Building Services proposal for mold remediation in bathroom of unit A-16 for \$3,284.00.

MSA: Earthquake Insurance proposal from Berg Insurance for \$12,731.27 (Lloyd's of London).

Tabled to 9/10 mtg: Emergency Lighting.

MSA: Ree Miller to serve as Inspector of Elections at the upcoming Annual General Meeting on September 25, 2010.

Next Board of Directors Meeting is scheduled for September 21, 2010 at 5:30 pm.

The meeting adjourned at 7:00 pm.

Approved: /s/ Ree Miller

Date: 9/21/2010