

Normandy by the Sea
Board of Directors Meeting Minutes
Held October 19, 2010 at the Normandy pool house

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

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

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: Management to send Reliable Elevator letter previously sent to Mr. Chapman to Scott Stratton of Schindler Elevator, which now owns Reliable. Management to give Reliable Elevator 30-day notice of termination of contract on December 15th, 2010. Guardian Elevator to begin monthly service February 1st, 2011 and to do all approved work per proposal after they begin service with NBTS. Mark Good to look at B-34 patio and provide an estimate to repair. Send violation notices to two units for personal belongings left out in stairwell. Send a violation to homeowner regarding the removal of personal belongings from the garage locker room area.

MSA: Minutes of the September 21, 2010 meeting.

MSA: Acceptance of September 2010 financials.

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

Tabled to 11/10 mtg: Wood Shingle / Entry Door replacements;

Tabled to 11/10 mtg: Patio Light Fixtures (Mgmt. to ask Bill about marine brass fixtures)

MSA: Guardian Elevator's proposal for monthly contract beginning February 1st, 2011.

MSA: Guardian's proposal to repair hydraulic leaks for \$4,400 and upgrade safety door edge for \$3,200.

Tabled to 11/10 mtg: Guardian Elevator proposal for roller guides for \$5,380.

Tabled to 11/10 mtg: Committees.

Next Board of Directors Meeting is scheduled for November 16, 2010 at 5:30 pm.

The meeting adjourned at 7:10 pm.

Approved: /s/ Carter Schroy

Date: 11/16/2010