

*Normandy by the Sea*  
**Board of Directors Meeting Minutes**  
**Held November 16, 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 5:35 pm.

**Open Forum:** New homeowners, Mr. and Mrs. Allison, were 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 purchase two Workers Compensation posters to post on each building's trash room door. Follow up with ASAP Drain Guys with regard to the broken drain pipe on the south side of the A building. Follow up with Mark Good to contact homeowner of A-24 to inspect recent work on balcony and the stucco crack in deck above; also follow up with him re: inspection of the B-34 balcony.

Newly organized committees and their members:

**MSA:** Landscape Committee: Arjon D'Angelo, Gail Gremel, Charlotte Gumbrell, Ree Miller and Bill Roth.

**MSA:** Operating Documents Committee: Gary Malino (Chairman), Linda Kewin (Secretary), Richard Mackaig, Charles Stallings and Perla Wichner.

**MSA:** Architectural Committee: Pete Calvi, Charlotte Gumbrell, Judith Hulse, Andrew Long, Ree Miller and Sheila Stephan.

**MSA:** Minutes of the October 19, 2010 meeting with revisions.

**MSA:** Acceptance of October 2010 financials.

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

**Tabled to 1/11 mtg:** Wood Shingle / Entry Door replacements (waiting for recommendations from ARC)

**Tabled to 1/11 mtg:** Patio Light Fixtures (submitted examples to ARC)

**MSA:** Guardian Elevator's proposal for replacement of the elevator roller guides in the buildings, not to exceed \$7,714.

**MSA:** Mark Good Construction to repair the deck surface at B-25 for \$750.

Next Board of Directors Meeting was scheduled for January 18, 2011 at 5:30 pm.

The meeting adjourned at 6:29 pm.

Approved:  /s/ Carter Schroy

Date:  1/18/2011