

Normandy by the Sea
Board of Directors Meeting Minutes
Held August 16, 2011 at the Normandy pool house

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

The meeting was called to order at 5:35pm.

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

Motioned, Seconded and Approved (MSA): Agenda.

There were no committee reports.

Management Report: Management was instructed to remind the owner of B-12 that since the owner modified the deck surface from the original construction he is assuming responsibility for any future damage to the structure. Pilot was instructed to tell the landscaping company to repair the gopher-damaged area behind B building. Pilot was also instructed to make it clear to the landscapers that no work to the property other than normal maintenance be made without the explicit approval of the Board.

MSA: Minutes of the meeting held July 21, 2011.

MSA: Acceptance of July 2011 financials.

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

Tabled to 9/11 Meeting: Siding Proposals, Entry Doors, replacement bushes, tree removals.

MSA: Subject to special circumstances, hold off replacing the removed bushes until the shingle project is complete to avoid damage to the new plants. Also table consideration of bids from Green Valley Landscape, Crown Point Clippers and Robin Hilton for any removal of trees, pending a thorough review of the landscaping.

MSA: To accept a change in the Rules and Regs exempting the move-in and move-out fees for fully furnished rentals but continue to enforce the fine for not filling out Normandy's Occupancy Registration Form in a timely manner as proscribed.

MSA: Accepted the Berg proposal for renewing the earthquake insurance for \$11,062.50, subject to Gary Malino's review of the "non-admitted" insurer proposed.

MSA: Budget for fiscal year October 2011-September 2012.

The next Board of Directors Meeting is scheduled for September 20th 2011 at 5:30 pm.

The meeting adjourned at 6:46 pm.

Approved: _____

Date: _____