

**Normandy by the Sea**  
**Board of Directors Meeting Minutes**  
**Held January 17, 2012 at 5:30 pm at the Normandy pool house**

**Board Directors Present:** Ron Wichner, Ree Miller, Gary Malino, Pete Calvi and Carter Schroy.

Homeowner present: Thomas McDonald

Also present was Rita Petrekova from Pilot Property Management.

The meeting was called to order at 5:34pm.

Mr. McDonald brought up the hallway repairs in building B and the current shingle replacement project.

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

**Motioned, Seconded and Approved (MSA):** Agenda.

**Committee Reports:** Landscape Committee Report

**Management Report:** Management to ask DoorWorkx to solve the building A garage gate noise.

Management to follow up with Jon Wayne Construction regarding unit B-11 and provide the water leak report. Management to provide a bid to repair hallway of building B after leak from B-21.

Management to revise notification to homeowners about special assessment and send to Board for approval.

**MSA:** Minutes of the Board meeting held December 20, 2011.

**MSA:** Acceptance of November, December 2011 financials.

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

**MSA:** Proposal from Reconstruction Experts to repair cracks and missing stucco on the buildings.

**Tabled:** Front Entry Door Proposals.

**Tabled:** Lobby changes.

The next scheduled Board meeting is February 21, 2012.

Meeting adjourned at 7:40 pm.

Approved:     /s/ Carter Schroy    

Date:     2/21/2012