

**Normandy by the Sea
Board of Directors Meeting Minutes
Held March 20, 2012 at 5:30 pm at the Normandy pool house**

Board Directors Present: Ron Wichner, Ree Miller, Gary Malino, Pete Calvi and Carter Schroy. Also present was Rita Petrekova from Pilot Property Management.
Guests present: Mr. Michael Berg from Berg Insurance and a representative from San Diego Door & Window (Alan)

The meeting was called to order at 6:13 pm after guests left.

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

Note: Ree Miller announced her resignation from the Board of Directors effective April 15th, 2012.

Motioned, Seconded and Approved (MSA): Agenda.

Committee Reports: Landscape committee report.

Management Report: Management to inform Total Landscape Creations of the approval of the following proposals: Install 9-5 gl. Duranta bushes in planter along pool; Install 10-5 gl. Duranta bushes in planter along ocean front; Install 5-5 gl. Dwarf Rhapsiolepis in planter by pool in place of the ficus trees; Install 2-15 gl. Podocarpus trees for back planter by ocean front; Install 2-24" box little gem magnolia trees in planter on south side of B building; Install 2-15 gl. Sego palms in front of building by the street and one at the back of building by the pool. Management instructed to buy 2-3 "No dogs on grass" signs from Peachtree, the exact to be determined.

MSA: Minutes of the Board meeting held February 21st, 2012.

MSA: Acceptance of February 2012 financials.

MSA: Work order log was reviewed and accepted.

MSA: Front Entry Door Proposals- capital improvement- approved proposal for \$11,748.00 from San Diego Door & Window to replace entry doors for both buildings.

Tabled: Lobby changes.

MSA: Modify hallway emergency lights to LED- topic dismissed.

MSA: Renewal insurance policy package presented by Michael Berg from Berg insurance.

MSA: ASAP proposal for hydro jetting to outside drain lines of both buildings.

The next scheduled Board meeting is April 17th, 2012.

Meeting adjourned at 7:10 pm.

Approved: /s/ Carter Schroy

Date: 4/17/2012