

**Normandy by the Sea**  
**Board of Directors Meeting Minutes**  
**Held May 15, 2012 at 5:30 pm at the Normandy pool house**

**Board Directors Present:** Ron Wichner, Gary Malino, Carter Schroy, Pete Calvi and Sheila Stephan. Also present was Rita Petrekova, Tony Easton and Esperanza Stevens from Pilot Property Management.

The meeting was called to order at 6:20 pm.

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 instructed to ask TLC Landscape when the lawn was last fertilized. Management instructed to request a bid from Handyman Dan to patch areas of the parking lot that are in need of resurfacing.

**MSA:** Ratification of the emergency approval of San Diego Home and Mold Inspection Service proposal for moisture intrusion detection at units B11, B21 and B31 and One Time Installation's proposal to remove the drapes at B21 and the blinds at B31 for \$500.

**MSA:** Minutes of the Board meeting held April 17, 2012.

**MSA:** Acceptance of April 2012 financials.

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

**MSA:** Reserve study draft upon Ron Wichner's corrections.

**Tabled:** Lobby changes.

**Tabled:** Condition of the West Lawn.

**Tabled:** Resurfacing the parking lot.

**Tabled:** B-11 Leak- Bids from JWC are in progress.

**Tabled:** Building/ Common area repairs.

**Tabled:** Front Entry door replacement- project to start next week

The next scheduled Board meeting is June 19<sup>th</sup>, 2012.

Meeting adjourned at 7:45 pm.

Approved:     /s/ Carter Schroy    

Date:     6/19/2012