

**Normandy by the Sea
Board of Directors Meeting Minutes
Held June 19, 2012 at 5:30 pm at the Normandy pool house**

Board Directors Present: Ron Wichner, Carter Schroy, Pete Calvi and Sheila Stephan.

Also present was Rita Petrekova from Pilot Property Management.

Gary Malino was absent.

The meeting was called to order at 5:34 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 if they are treating the gophers on the lawn in front of B-building. Management also instructed to inform homeowner of #A-30 about the Board decision to deny the architectural application as it was and provide suggestions to resubmit it. Management also instructed to research more option to resurface the parking lot (rub-krete pro's and con's) and find out about the durability.

MSA: Minutes of the Board meeting held May 15, 2012.

Tabled: Acceptance of May 2012 financials.

MSA: Work order log was reviewed and accepted.

MSA: Reserve study FINAL draft (after revisions from Ron Wichner).

MSA: To remove agenda item Lobby changes from the agenda until further notice.

Tabled: Condition of the West Lawn.

Tabled: Resurfacing the parking lot.

Tabled: B-11 Leak- pending decision about the window type and supplier.

MSA: To accept ServPro's proposal to repair the leak damage to B-11 cause from B-21. Acceptance by Ron Wichner who was given emergency unanimous approval by the Board of Directors to act on their behalf in the leak repair decisions.

MSA: Roof Rite proposal to perform necessary repairs on roofs on both buildings and clubhouse.

MSA: To remove agenda item Building/ Common area repairs from the agenda until further notice.

The next scheduled Board meeting is July 17, 2012.

Meeting adjourned at 7:28 pm.

Approved: /s/ Carter Schroy

Date: 7/17/2012