

**Normandy by the Sea**  
**Board of Directors Meeting Minutes**  
**Held December 18<sup>th</sup>, 2012 at 5:30 pm at the Normandy pool house**

**Board Directors Present:** Carter Schroy, Pete Calvi, Regina Balch-Remer, Gary Malino, and Ron Wichner.

Also present was Rita Petrekova from Pilot Property Management, Marlee Chapman and Renae Flores Crime Analyst from San Diego County Sheriff's Department.

The meeting was called to order at 5:40 pm.

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

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

**Committee Reports:** Landscape report- N/A

**Guest Speaker:** Marlee Chapman and Renae Flores from the San Diego County Sheriff's Department spoke about ways to limit crime in the HOA, handed out flyers, informed us about whom to contact and where to report suspicious activity. They also proposed an inspection of the property with Board members.

**Management instructed to:**

1. Find out height specifications of the Junipers from Total Landscape Solutions.
2. Find out what the legal requirement is about servicing the pools in HOAs per week.
3. Find out if San Diego Doors and Windows patched the latching mechanisms on the doors to match.

**MSA:** Minutes of the Board meeting held November 20<sup>th</sup>, 2012.

**MSA:** Acceptance of November 2012 financials subject to audit.

**Tabled:** B-11 Leak

**Tabled:** Resurfacing the parking lot- date to be determined in the New Year

**Tabled:** Light fixtures- to request Lighting Distinctions to come to the January meeting with plastic samples- Carter Schroy to request it from the company.

**Tabled:** Window Replacement project.

**MSA:** Junipers- Total Landscape proposal to trim the Junipers approved for \$1,800.

**Tabled:** Motion Sensor Lights and Security Cameras- location of the lights to be determined at the inspection with Marlee Chapman.

**MSA:** Neighborhood watch- Regina Balch-Remer and Ron Wichner to conduct a site inspection with Marlee Chapman in January.

**Tabled:** Elevator key lock- Guardian Elevator to provide a different key lock to show at the next meeting.

The next scheduled Board meeting is January 15<sup>th</sup>, 2013.

Meeting adjourned at 6:55 pm.

Approved: /s/ Carter Schroy

Date: 1/15/2013