

**Normandy by the Sea**  
**Board of Directors Meeting Minutes**  
**Held February 19<sup>th</sup>, 2013 at 5:30 pm at the Normandy pool house**  
**Board Directors Present:** Carter Schroy, Pete Calvi, Regina Balch-Remer, Gary Malino

Also present was homeowner Charlotte Gumbrell and Rita Petrekova from Pilot Property Management.

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

**Motion, Seconded and Approved:** Appointment of Charlotte Gumbrell to the open position of Member-At-Large after the resignation of Ron Wichner via email 02/07/2013. Charlotte Gumbrell accepted the appointment.

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

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

**Committee Reports:** Landscape Report

**Management instructed to:**

1. Provide a 30-day notice of contract cancelation to Like New Pool.
2. Request that Handyman Dan revise his motion sensor light proposal- no trellis necessary, only two lights to be installed on each side of the building higher than 6ft, preferably around 10 ft or subject to recommendation of Dan.
3. Request a proposal for garage motor replacement for A-building from Doorworkx, Inc.

**MSA:** Minutes of the Board meeting held January 15<sup>th</sup> 2013.

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

**MSA:** New pool company contract with Poolmaster.

**Tabled:** B-11 Leak

**MSA:** Resurfacing the parking lot- dates set for asphalt repairs (03-12), slurry seal (04-02), re-striping (04-03).

**Tabled:** Light fixtures

**Tabled:** Window Replacement project.

**MSA:** Motion Sensor Lights- Handyman Dan proposal with revision and contingent upon cost. Board to make email decision.

**MSA:** Elevator key lock- Guardian Elevator's proposal to change elevator locks and re-key with "Chicago-style" key. Cost of proposal- \$1,087.

**Tabled:** Deck and Railing Repair.

The next scheduled Board meeting is March 19<sup>th</sup> 2013.

Meeting adjourned at 6:35 pm.

Approved:     /s/ Carter Schroy    

Date:   3/19/2013