

**Normandy by the Sea  
Board of Directors Open Meeting Minutes  
April 16, 2013  
Normandy pool house**

**CALL TO ORDER**

There being a quorum of Directors present in accordance with the Bylaws of the Association, the Open Session Meeting was called to order at 5:37 pm.

<b>Board Directors Present:</b>	Regina Balch-Remer	President
	Carter Schroy	Secretary
	Pete Calvi	Vice-President
	Gary Malino	Treasurer
	Charlotte Gumbrell	Director at Large

<b>Others Present:</b>	Tony Timmons	Pilot Property Management
	Three homeowners	

**REPORTS**

**The following reports were reviewed and filed:**

Work Order Report  
Management Report  
Landscape Report  
Architectural Report

**HOMEOWNER FORUM**

Homeowner forum was conducted with 3 homeowners present where the following general topics were discussed: window and balcony issues and building maintenance

**CONSENT CALENDAR**

A. Minutes for the Open session dated October 25, 2012

Resolution: The Board of Directors approved the March 19, 2013 open session minutes as presented.

B. Financial Statement October 2012

The Board tabled the financials until the next meeting.

**UNFINISHED BUSINESS**

A. Light Fixture Replacement Project

The Board tabled this item until the next meeting.

B. Deck/Railing Repairs

The Board reviewed the proposal from Mark Good to repair the deck of B35 and B34 in the total amount of \$1,350.

Resolution: The Board of Directors approved the March 19, 2013 open session minutes as presented.

C. Window Issues

The Board tabled this item until the next meeting.

**NEW BUSINESS**

A. Pool/Spa Proposals

The Board reviewed two proposals from Poolmaster to repair the spa jet pump and to install an automatic fill device.

Resolution: The Board of Directors approved the proposals as presented in the total amount of \$845.20.

B. Common Area Maintenance

The Board instructed management to obtain general maintenance proposals to review at the next meeting.

C. Investment Recommendation

David Lynn from Morgan Stanley recommended that the Board purchase a 24-month and a 30-month CD each for \$50,000.

Resolution: The Board of Directors approved the recommendation as presented.

D. Annual Inspection of the Wet Standpipe System

Firewatch provided a proposal for the Annual Inspection of the Wet Standpipe System in the amount of \$250.

Resolution: The Board of Directors approved the proposal as presented in the total amount of \$250.00

E. Jetting of Clean Outs

Drain Patrol provided a proposal for the annual preventative maintenance of the main drain lines.

Resolution: The Board of Directors approved the proposal as presented in the total amount of \$1875.00

**NEXT MEETING**

The next Board of Directors meeting is ~~December 20, 2012~~ at 6:30pm at the Westwood Club located at 17394 West Bernardo Dr, San Diego, 92127 and the next Walk-Thru is ~~December 10, 2012~~ at 9:00am.

VOID  
CBS

**ADJOURNMENT**

There being no further business to come before the Board of Directors, the Open Session Meeting was adjourned at 6:45pm.

Carte B Schroy  
SIGNATURE

5/21/13  
DATE