

**Normandy by the Sea
Board of Directors Open Meeting Minutes
May 21, 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.

Board Directors Present:	Regina Balch-Remer	President
	Carter Schroy	Secretary
	Pete Calvi	Vice-President
	Charlotte Gumbrell	Director at Large
Board Directors Present:	Gary Malino	Treasurer
Others Present:	Tony Timmons	Pilot Property Management

REPORTS

The following reports were reviewed and filed:

Work Order Report
Management Report
Landscape Report
Architectural Report

HOMEOWNER FORUM

Homeowner forum was not conducted since there were no owners present.

CONSENT CALENDAR

A. Minutes for the Open session dated April 16, 2013

Resolution: The Board of Directors approved the April 16, 2013 open session minutes with corrections.

B. Financial Statement April 30, 2013

The Board tabled the financials until the next meeting to allow the Board Treasurer time to review

UNFINISHED BUSINESS

A. Light Fixture Replacement Project

The Board reviewed the samples of the fixtures provided by Brilliant Distinctions and determined that the bronze fixture with the frosted pane and 60 watts would work best in the community. The Board instructed management to contact vendor for pricing of installation and how many lights anticipated for Normandy.

B. Window Issues

The issue is ongoing and will be discussed at the next meeting.

C. Common Area Maintenance Proposals

The Board reviewed the proposals provided by Mark Goode, McKowskis, Protec Building Services, and Property Services Plus.

Resolution: The Board of Directors approved the proposal provided by Protec Building Services to start on a trial basis at 16 hours per month with a Normandy material account contingent on Gary Malino's final approval with a start date of June 3, 2013.

D. Investment Follow-Up

The Board Treasurer requested additional information from the April 16th meeting. Since he was not present at this meeting, the Board requested this item tabled until the June meeting.

NEW BUSINESS

A. Reserve Study Update Proposals

The Board tabled the proposals until the June meeting.

B. Towing Sign at Top of the Hill

The Board instructed management to have Rancho Del Oro towing install an updated sign at the top of the hill with the current codes.

C. Building A Vehicle Gate Repairs

Doorworkx recently did a repair to the vehicle gate in Building A. The vendor recommends that the head plate is in need of replacement in the total cost of \$1,196.

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

D. Parking Rule Change

The Board discussed creating a rule change that owners will not be allowed to park in guest parking for more than 72 hours. The Board instructed management to draft a rule change for the next meeting.

E. FHA Approval

FHA Pros processed the FHA status in 2011 and it is now time for renewal.

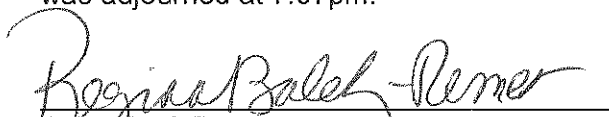
Resolution: The Board of Directors approved the proposal as presented in the total amount of \$1000.

NEXT MEETING

The next Board of Directors meeting is June 18, 2013 at 5:30pm at the Normandy by the Sea Pool house.

ADJOURNMENT

There being no further business to come before the Board of Directors, the Open Session Meeting was adjourned at 7:07pm.


SIGNATURE

6-18-13
DATE