

# NORMANDY BY THE SEA

Minutes for Board Meeting  
Held on December 17, 2013 at 6:30 pm  
Location: Pool House

**Board Members Present;** Regina Balch, Carter Schroy , Gary Malino, Charlotte Gumbrell and Linda Kewin.

**Also present:** Cami Surette representing J.D. Richardson Company (JDR).

**Homeowners present:** Perla Wichner

The meeting was called to order by Regina Balch at 5:50 pm.

Unless otherwise indicated the following were **M**otioned, **S**econded and **A**pproved unanimously.

**MSA:** The open session minutes from the November 19, 2013 board meeting were approved.

**MSA:** The 2013 financial report was tabled.

**TABLED TO 1.21.14:** Balcony light installation quotes. (Board to review 2 quotes provided and additional quote to be provided by Efficient Lighting).

**TABLED TO 1.21.14:** Protec to complete infrared leak detection on two window leaks and currently trying to schedule with both homeowners for the same day.

**TABLED TO 1.21.14:** Roof repair/replacement quotes for Building A. (Board to gather more information).

**MSA:** Protec to insert dimmer or lower watt bulbs for two spotlights at corner of poolhouse roof in front of spa area.

**MSA:** FireWatch estimates for repairs to fire alarm system and annual maintenance of portable fire extinguishers.

**Resolved:** JDR to provide board with sample signs for laundry rooms and trash/recycling area.

**Resolved:** JDR to mail out Reserve Study to all homeowners.

There being no further business to come before this board the meeting was adjourned at 7:00 pm.

Next scheduled Board meeting will be held on Tuesday, January 21 , 2014 at 5:30 pm

Signed \_\_\_\_\_ /s/ Carter Schroy \_\_\_\_\_ Date \_\_\_\_\_ 1/21/2014 \_\_\_\_\_