

Normandy by the Sea

Annual Meeting Minutes

September 18th, 2015 at 10:00 am
Pool House, 424 Stratford Ct.

Establish Quorum

The meeting was called to order at 10:00 am with 3 directors, 10 owners and Cami Surette, CCAM from J.D. Richardson Company was in attendance. Quorum was established with 21 ballots received by mail or hand delivered. Carter Schroy and Linda Kewin were absent.

Abbas from Payne Pest Management was in attendance.

Inspectors of election

Cami Surette of J.D. Richardson was appointed the inspector of elections.

Presidents Annual Report

Board President Regina Balch discussed the projects completed this year such as hiring a new landscaping company, trimming all the trees, replacement of all exterior light fixtures, installed a new tankless water heater in the pool house bathrooms, replaced the heater for the pool, replaced the roof on the pool house and replaced all the metal coping on A building roof. Regina also informed the membership that JDR will send out a mailing to owners that will include: Occupant registration form and proof of insurance, garage storage reminder, rules and regulations quick reference guide, move in & move out policy (elevator pads), clubhouse rules & regulations and architectural application for improvements.

Approve 2014 Annual General Meeting Minutes

Resolution: A motion was made, seconded and carried by unanimous vote to approve the 2014 Annual General Meeting Minutes.

Financial Report

A financial report was given by Board Treasurer, Gary Malino, stating that as of August 31, 2015, the reserve balance was \$362,826.53 and the operating balance was \$16,371.04. The Association is at 100.9% funded according to the most recent Reserve Study.

Owners Forum

Homeowner forum was conducted with 10 homeowners present where the following general topics were discussed: Termite fumigation procedures, window water intrusion report and flashing issues, advance notice of tree trimming and reserving funding.

Election Results

The Inspector of Elections announced that there was one write-in candidate: Kathi Stevenson. Rosemary Estep and Linda Kewin were re-elected to serve on the Board. The members also approved the IRS Resolution that any excess of operating expense to be carried over to the next year's reserve budget.

Adjourn

There being no further business to come before the members, the Annual Meeting was adjourned at 11:18 am.

