

NORMANDY BY THE SEA

Minutes for Open Session Board Meeting

Held on June 18, 2019 at 5:30 pm

Location: Pool House

<http://normandybythesea.org/>

Board Members Present: Regina Balch (President), Linda Kewin (Vice President), Rosemary Calvi (Secretary) and Kathi Stevenson (Treasurer). JD Richardson (JDR) was represented by Sylvia Lopez.

Homeowners present: None.

Board President Regina Balch called the meeting to order at 5:32 p.m.

MEMBERS' COMMENTS:

Discussion included condition of screens throughout community.

APPROVAL OF MINUTES:

M/S/A May 21, 2019 open session meeting minutes **approved**.

LANDSCAPE REPORT:

JDR representative Sylvia Lopez, Landscape Committee Member Carter Schroy and Treebeard representative Alvaro Lopez conducted a landscape walk through. Area watering was noted. Bushes near towing sign to be trimmed. Tree along A building walkway noted.

MAINTENANCE REPORT:

- Maintenance Calendar
- Area caulking & stucco patching underway by Centerpoint
- Handyman projects - painting steps and A building drywall patch
- Christian Brothers to install B building trash chute to direct trash flow into bin

FINANCIAL REPORT:

M/S/A **May, 2019 unaudited financials reviewed by Treasurer and accepted by Board**

- AT&T bill payments to be verified; GL code for legal expense to be corrected to laundry expense

OLD BUSINESS:

B24 LEAK & B34 WATER TEST UPDATE.

Pending B24 owner to provide dates for access to balcony for caulking.

B22 LEAK.

Closed No further information received from B22 owner.

A35 LEAK UPDATE.

Discussion HOA to request clarification from legal counsel.

B12 IMPROVEMENTS.

Pending JDR to request a letter from the City to confirm adequate permitting. The Board holds the right to inspect the work done at the property due to compliance concerns.

SPA COVER & REPAIRS PROPOSAL.

Pending JDR to solicit additional bids for review and comparison, including recirculation lines and spa hard cover costs.

ROOF INSPECTION.

Pending McDonell Roofing to come out in June and inspect A building roof (replaced last year) and assess B building roof.

LAUNDRY ROOM SPECIAL ASSESSMENT.

Pending Further discussion pending costs.

LAUNDRY MACHINE DRYER UPDATE.

M/S/A Attempt to repair dryer was not successful. Board **approved** to proceed with replacement of middle dryer in A building with Speed Queen gas dryer in the amount of \$995 plus tax for purchase from San Diego Laundry Equipment. To be paid from reserves.

FLOORING/B BUILDING CARPETING.

Pending Board reviewed flooring sample photos. Linda Kewin will research costs for LVT flooring. Flooring vendor will be requested to include bid to lay replacement carpet in front of B15.

RESTATEMENT OF GOVERNING DOCUMENTS.

Pending Counsel requested update. No action taken at this time.

NEW BUSINESS:

POOL AREA ELECTRICAL REPAIRS.

Pending Waiting for permit from City. Process is slow. Kathi Stevenson will go down to the City to get status. Eblast will be sent to owners with update.

STORAGE LETTER REMINDER.

M/S/A Board reviewed and **approved** reminder letter to owners to keep garage clear of unauthorized storage and clutter. Includes list of items that can be stored outside storage: bicycles, surfboard and strollers.

WATER MITIGATION POLICY.

M/S/A Board discussed and **approved** water mitigation policy to be drafted by legal counsel.

RESERVE STUDY ITEMS-AREA REPAIRS.

M/S/A Board **approved** paying for concrete steps repair from operating. Reserve Study lists concrete steps as an operating item. Sonnenberg working on reserve study to be completed by month end. Board **approved** taxes to be done by Sonnenberg at \$1,250.00.

2020 BUDGET PREP.

Pending Board was provided last year's reserve study notes and 2019 operating budget for review. JDR to work with Treasurer Kathi Stevenson on 2020 budget draft for next meeting.

CANDIDACY MAILER DRAFT.

M/S/A Board **approved** the 2019 Candidacy Mailer to be sent out to the membership in July. Two board member seats are up for election, one currently held by Linda Kewin and the other is vacant.

Board President Regina Balch adjourned the meeting at 7:00 p.m.

Next scheduled meeting is Tuesday, July 23, 2019 at 5:30PM at the Pool House.

Signed Rosemary Calini Date 7/23/19