

NORMANDY BY THE SEA

Minutes for Open Session Board Meeting

Held on July 23, 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: Arjon DeAngelo and Ron Wichner.

Board President Regina Balch called the meeting to order at 5:30 p.m.

MEMBERS' COMMENTS:

Discussion included street gate is being left ajar, storage in garage and tree trimming.

APPROVAL OF MINUTES:

M/S/A June 18, 2019 open session meeting minutes **approved**.

LANDSCAPE REPORT:

No landscape walk was conducted in July. Treebeard reported no issues this month.

MAINTENANCE REPORT:

- Maintenance Calendar
- Centerpoint repaired sensor lights, stucco, installed roof hatch lock
- Handyman projects - painting steps, A building drywall patch
- Christian Brothers installed B building trash chute
- Elevator scheduled maintenance performed
- Elevator DIR inspection

FINANCIAL REPORT:

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

- Kathi negotiated new AT&T plan reduced to \$80 per month on two bills.

OLD BUSINESS:

B24 LEAK & B34 WATER TEST UPDATE.

Pending B24 owner to provide dates for access to balcony for caulking. Slider will not be replaced.

A35 LEAK UPDATE.

M/S/A Per recommendation by counsel, board **approved** reimbursement for drywall repair due to water damage in A15 in the amount of \$775.00. This matter is now closed.

SPA COVER & REPAIRS PROPOSAL.

Pending JDR to solicit spa hard cover bids from Kings Spa Covers. Now that main breaker is operational, spa resurfacing vendors can inspect and submit proposals.

ROOF INSPECTION.

Pending JDR to follow up on McDonnell Roofing to come out 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.

Pending New dryer scheduled to be installed by Quiktech.

FLOORING/B BUILDING CARPETING.

Pending Sheet vinyl flooring from Lowe's IVC Flex Illusions Bonair 933 selected for laundry rooms. Flooring quote to include installation of replacement carpet in front of B15.

RESTATEMENT OF GOVERNING DOCUMENTS.

Pending No action taken at this time.

POOL AREA ELECTRICAL REPAIRS.

Closed Power reconnected, repairs completed by Centerpoint. Centerpoint invoice 9589 in the amount of \$4,179.87 paid from reserves. Paint touch-up needed around breaker.

WATER MITIGATION POLICY.

Discussion Insurance representative and counsel provided suggestions to Board to formulate specifications for policy. JDR to provide sample policy to Board.

RESERVE STUDY ITEMS.

M/S/A Board **approved** the Reserve Study submitted by Sonnenberg for distribution to the membership in the annual disclosure.

2020 BUDGET PREP.

Pending Board was provided draft budgets for review and finalization at August meeting.

NEW BUSINESS:

ANNUAL ELECTIONS.

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

TREE TRIMMING.

Discussion Tree trimming to be scheduled for September.

FENCES.

Discussion Board reviewed photos of loose and broken fence slats sent by south side neighbor. JDR to contact manager of north side apartments regarding cost of their fence replacement.

Board President Regina Balch adjourned the meeting at 6:58 p.m.

Next scheduled meeting is Tuesday, August 20, 2019 at 5:30PM at the Pool House.

Signed Rosemary Colui Date ^{RC} 9/15/19