

NORMANDY BY THE SEA

Minutes for Open Session Board Meeting

Held on August 17, 2021

At 6:00PM via Zoom video conference

<http://normandybythesea.org/>

Board Members Present: Linda Kewin (Treasurer), Gary Malino (Director), Lee Stevens (Director) and Eileen Quintela (Director) were present. Mikhanh Pham (Director) was absent. JD Richardson (JDR) was represented by Sylvia Lopez.

Homeowners present: None.

CALL TO ORDER:

The meeting was called to order at 6:15 p.m.

EXECUTIVE SESSION DISCLOSURE: None

MEMBERS' COMMENTS: None.

APPROVAL OF MINUTES:

M/S/A July 20, 2021 open session meeting minutes approved.

LANDSCAPE REPORT:

Treebeard representative Alvaro Lopez and JDR representative Sylvia Lopez conducted an onsite inspection. Installation of plants where tree was removed along south pathway was discussed. Alvaro suggested this not be done until fence is repaired. Removal of a tree limb growing over the A Building entrance was reviewed. Homeowners will be informed of removal of this limb at the Annual Meeting for discussion. Photo of the brown spots on the lawn in front of the B building were reviewed. Alvaro suggested this area will come back in early fall.

MAINTENANCE REPORT:

- Maintenance Calendar 2021 reviewed
- Associa maintenance tech onsite 8 hours on second Thursdays of the month. Punchlist to be generated by first of each month.
- Sauna door replacement. Heat tolerant wood is needed for inside panel of door. Associa to complete this task.
- Unit door painting to be rescheduled.
- Outlet at pool clubhouse to be priority repair.
- Exterior light out at B building stairwell outside garage.
- Fence along south pathway temporarily repaired. Check with attorney regarding shared fencing. Obtain quotes.
- Call SDGE to send tech to check pool heater.
- Sandbags now in storage in B building under stairwell; to be placed around property and in lightwells as needed during storms.
- To prevent rust on railings, periodically wipe down with wet sponge

- To prevent plumbing backups, Owners can check/replace elbow pipes and clear out drains regularly with hot water flush, vinegar, enzyme drain products, Drano, Liquid Plumber, etc.

FINANCIAL REPORT:

M/S/A July, 2021 unaudited financials were reviewed and accepted by Board. Treasurer Linda Kewin reviewed the financials and reported month end negative balance trend. To be discussed at upcoming budget meeting. Upon a motion duly made, seconded and carried, the Board accepted the financials.

Tabled Recommendations from Lynn Investments to be tabled until closer to CD maturity date in November.

OLD BUSINESS:

B24 slider.

Pending Breakdown of estimated costs to be submitted to Board.

B26 Windows.

Tabled No Board action at this time.

B27 METAL ROOF.

Ongoing San Diego Roofing contacted to submit quote. Sequoia Roofing recommended a metal fabricator to be contracted. Archibald Metal to be scheduled.

B11/B21 RESTORATION.

Ongoing Owner reimbursed for fair value carpet replacement \$1,515. Farmers Insurance will be submitting the expenses breakdown.

B15/B25 RESTORATION.

Ongoing Flooring has been installed. Christian Brothers is completing final installations.

COVID UPDATE.

Ongoing Board was provided latest Covid-19 County/State update.

RESTATEMENT OF GOVERNING DOCUMENTS.

Ongoing CC&R's and Bylaws mailed to membership last month. Voting scheduled for September 11th at Annual Meeting. Board will place reminder flyers at doors of onsite owners, JDR to mail notices to offsite owners.

RULES-ABSENTEE OWNER CLAUSE.

Ongoing. Board to review and discuss the proposed clause.

RESERVE STUDY.

Tabled Budget Committee to schedule meeting to review.

2022 BUDGET.

