

# **NORMANDY BY THE SEA**

Minutes for Open Session Board Meeting

Held on October 15, 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 Mikhanh Pham (Director). Kathi Stevenson (Treasurer) was absent. JD Richardson (JDR) was represented by Sylvia Lopez.

**Homeowners present:** Ron Wichner.

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

## **MEMBERS' COMMENTS:**

Discussion included lights out along the A building pathway, pool and entrance gates to be closed, dogs and carpet stains.

## **APPROVAL OF MINUTES:**

**M/S/A** September 14, 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. Heavy trimming of hedges along west perimeter would result in bare bushes. Overseeding discussed. Bushes finishing blooming season to be trimmed.

## **MAINTENANCE REPORT:**

- Maintenance Calendar
- Elevator key repair
- Fascia painting
- Signs, stucco and area repairs list for Centerpoint
- To prevent plumbing backups, Owners can check/replace elbow pipes and clear out drains regularly with hot water flush, Drano, Liquid Plumber, etc.

## **FINANCIAL REPORT:**

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

- Ask investment representative about purchasing CD for \$30K-40K

## **OLD BUSINESS:**

**B24 LEAK & B34 WATER TEST UPDATE.**

Pending Renewal by Andersen scheduled to inspect B24 on October 29, 2019 inspection for installation concerns.

LAUNDRY ROOM SPECIAL ASSESSMENT.

Pending Ballots have been sent. Board to remind owners to vote. JDR to send email reminder.

ROOF INSPECTION.

Pending McDonell Roofing will be out following unexpected delay to inspect A building roof (replaced 2017) and assess B building roof.

RESTATEMENT OF GOVERNING DOCUMENTS.

Tabled No action taken at this time.

B10 OVERFLOW REIMBURSEMENT REQUEST.

**M/S/A** Board discussed request. Upon a motion duly made, seconded and carried, the Board decided to offer to pay half in the amount of \$1,113.76 for the mitigation costs.

**NEW BUSINESS:**

CARPET CLEANING PROPOSAL.

**M/S/A** Upon a motion duly made, seconded and carried, the Board **approved** carpet cleaning proposal from Stanley Steemer for cleaning of carpet, tile, grout and protectant application in the amount of \$2,033.31 to be paid from operating. To be scheduled in November.

JETTING PROPOSAL.

Tabled Jetting proposal from Drain Patrol in the amount of \$2,125.00 tabled for spring.

BUILDING A DRYER #1.

Discussion Dryer is not working. Ron Wichner to try to troubleshoot. Replacement pending laundry room renovation.

CITY OF DEL MAR RUNOFF & LANDSCAPE REMINDER.

Discussion No issues with runoff. City should be sending letter when to cut back on irrigation.

SPECIAL MEETING – SPECIAL ASSESSMENT BALLOT COUNT OCT. 25, 2019

Discussion Special Meeting for ballot count will be held at JDR office on October 25<sup>th</sup> at 5:30pm. Meeting agenda to be posted and members to be notified via email.

Board President Regina Balch adjourned the meeting at 6:35 p.m.

Next meeting scheduled for Tuesday, November 19, 2019 at 5:50p.m. at the Pool House.

Signed Regina Balch Date 11/19/19