

# **NORMANDY BY THE SEA**

Minutes for Open Session Board Meeting

Held on November 19, 2019 at 5:30 pm

Location: Pool House

<http://normandybythesea.org/>

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

**Homeowners present:** None

Guest Michael Berg did not attend.

**Board President Regina Balch called the meeting to order at 5:47 p.m.**

## **MEMBERS' COMMENTS:**

Sprinklers schedule, drains and stairwell lights in A Building discussed.

## **APPROVAL OF MINUTES:**

**M/S/A** September 14, 2019 open session meeting minutes **approved.**

## **LANDSCAPE REPORT:**

Treebeard representative Alvaro Lopez was on vacation. Landscape walk conducted separately by Treebeard and JDR representative Sylvia Lopez. Overseeding done. Dead plants at south side planter to be removed. Lawns overseeded.

## **MAINTENANCE REPORT:**

- Maintenance Calendar
- Elevator key repair update
- Fascia painting
- Repairs list for Centerpoint to be scheduled with laundry room renovations.
- 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** **October, 2019 unaudited financials reviewed by Treasurer and accepted by Board**

**Tabled** Ask investment representative about purchasing \$30K-40K CD, Update signatures.

## **OLD BUSINESS:**

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

**Pending** Renewal by Andersen resealed the slider in B24. To be tested at next rain.

### **LAUNDRY ROOM SPECIAL ASSESSMENT.**

**Passed** The ballot count was held in an open meeting on October 25, 2019 at the office of JD Richardson Co. Sylvia Lopez was authorized as Voting Inspector to count the ballots

