

NORMANDY BY THE SEA

Minutes for Open Session Board Meeting

Held on December 21, 2021

At 6:00PM via Zoom

Board Members Present: Linda Kewin (President), Lee Stevens (Secretary), Mikhanh Pham (Director) and Eileen Quintela (Director) were present. Gary Malino (Treasurer) was not in attendance. JD Richardson (JDR) was represented by Sylvia Lopez.

Homeowners present: Ron Wichner.

CALL TO ORDER:

The meeting was called to order at 6:09 p.m.

EXECUTIVE SESSION DISCLOSURE: Disciplinary matter - B36 noise.

MEMBERS' COMMENTS: Lighting out around pool and pathway.

GARAGE ELECTRICAL OUTLETS:

Ongoing Ron Wichner submitted in writing concerns regarding a recent notification to residents that use of the electrical outlets in the garages to charge vehicles is prohibited. Ron questioned why the use has been restricted since there is no rule against outlet use. The Board determined more discussion is required and this topic will be included on the agenda for next month's meeting.

APPROVAL OF MINUTES:

M/S/A November 16, 2021 open session meeting minutes approved.
November 16, 2021 special election meeting minutes approved
November 16, 2021 executive session meeting minutes approved.

FINANCIAL REPORT:

Tabled **November, 2021 unaudited financials were reviewed.** Treasurer Gary Malino was not in attendance. The financials were tabled until January.

OLD BUSINESS:

B24 SLIDER.

Pending Project has been delayed and will be rescheduled.

B26 WINDOWS.

Tabled No Board action at this time.

B27 METAL ROOF.

Pending Archibald Metal has ordered the materials and will schedule. JDR to follow up on scheduling.

HYDROJETTING/CABLING.

Ongoing Rescheduled for January 17-20, 2022. JDR to draft notice for Board review urging all residents to be home for this project.

FENCING PROPOSALS.

Pending Gary Malino reviewed the proposals, spoke to vendors and inspected the fence. His recommendation is to repair portions of the fence. JDR requested specifics of areas to be repaired so a scope can be provided to vendors to quote.

NOISE.

Closed No new updates.

RESTATEMENT OF GOVERNING DOCUMENTS.

M/S/A Board approved trying one more time to go through the voting process to get owner approval of restated CC&R's. If it does not pass, Board will pursue legally by petitioning the court. Board will finalize minor changes and feedback from owners in an effort to gain additional owner support.

RULES & REGULATIONS UPDATES.

Ongoing Board will add the Responsibility Matrix to the Rules and review for any additional proposed changes.

NEW BUSINESS:

B BUILDING CARPET CLEANING PROPOSAL.

M/S/A Board ratified approval to schedule carpet cleaning by World Class Carpet Cleaning in the amount of \$255.00. This proposal was approved prior to the meeting in an effort to promptly schedule and address urine stains on the lobby hallway carpet.

ELEVATOR KEY CYLINDER PROPOSAL.

M/S/A Board approved the proposal submitted by Urban Elevator in the amount of \$789.00 to replace the key cylinder on the B Building garage elevator panel. The proposal also includes 19 keys for distribution to each unit plus a few extras for vendors.

LANDSCAPE REPORT.

JDR and Treebeard Landscape conducted the monthly inspection of the landscape and a landscape punchlist was provided in the board packet for review.

MAINTENANCE REPORT.

Associa Maintenance task list and area maintenance issues were provided in the board packet for review.

COMMUNICATIONS.

Various communications provided in the board packet for review.

ADJOURN.

The meeting was adjourned at 7:13 p.m.

Next meeting scheduled for Tuesday, January 18, 2022 at 6:00 p.m. via video/teleconference.

Signed  Date 2/14/22