

**Normandy by the Sea
Board of Directors
General Session Meeting Minutes
February 16, 2023**

Call General Session Call to Order

- Meeting called to order at 6:32 p.m.

Board Appointment

- Owner Gary Malino was appointed to the vacant seat on the Board by a unanimous vote.

Attendance

- Linda Kewin, President
- Regina, Vice-President
- Gary Malino, Treasurer
- Eileen Quintela, Secretary
- Richard Curley, Director-at-Large
- John Farizell, Management (RPMS)
- Two owners in attendance

Approval of General Session Minutes

- The Board reviewed and unanimously approved the prior meetings minutes as presented.

Work Orders

- The Board reviewed the work order log with no further action taken at this time.

Homeowner Forum (limited to three minutes per Owner)

- No Owners spoke during the forum.

General Session Correspondence

- The Board reviewed all emails/letters from Owners. No further action taken at this time.

Landscape Walk Notes/Proposals

- The Board reviewed the walk notes with no further action taken.

Old Business

- **Community/Building Renovations:** The Board reaffirmed that no action would be taken until the special assessment ballots are received.
- **Solar:** Management will provide the log in information for SDG&E to the solar vendor upon request. Director Curley to inform them.

New Business

- **Insurance Renewal:** Director Malino will review and reach out to the broker if needed. Management will provide the revised policy at the next meeting which should exclude interior finish responsibility by the association.
- **Fines for Non-Compliance:** Director Kewin will draft the fine policy and protocol for review at a future meeting. Management to upload rules and update to the Owner portal.
- **Annual/Election:** Meeting to take place in October.

Financial review for the month of December

- The Board reviewed and unanimously approved the financials, as presented, pending yearend CPA review.

Adjournment

- The meeting was adjourned at 7:42 p.m.

SECRETARY'S CERTIFICATE

By signing below, the Board of the Normandy by the Sea does hereby certify that the foregoing is a true and accurate representation of the General Session meeting which took place on February 16, 2023, as approved by the Chairman of the Meeting and Board of Directors.

Eileen Quintela

Eileen Quintela (Mar 15, 2023 19:40 PDT)

Board Member Signature

Mar 15, 2023

Date







NBTS_February_Minutes

Final Audit Report

2023-03-16

Created:	2023-03-16
By:	John Farizell (john@rpmsca.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAaYodFTnxcdIS5wZIYIE43OAH1ZtFjwbe

"NBTS_February_Minutes" History

-  Document created by John Farizell (john@rpmsca.com)
2023-03-16 - 2:16:35 AM GMT
-  Document emailed to eileen2065@gmail.com for signature
2023-03-16 - 2:16:56 AM GMT
-  Email viewed by eileen2065@gmail.com
2023-03-16 - 2:39:39 AM GMT
-  Signer eileen2065@gmail.com entered name at signing as Eileen Quintela
2023-03-16 - 2:40:50 AM GMT
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