

Normandy by the Sea
Board of Directors
General Session Meeting Minutes
April 19, 2023

Call General Session Call to Order

- Meeting called to order at 6:31 p.m.

Attendance

- Linda Kewin, President
- Regina Balch, Vice-President
- Eileen Quintela, Secretary
- Kathryn Stevenson, Treasurer
- Richard Curley, Director-at-Large
- John Farizell, Management (RPMS)
- Nine 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)

- Owners spoke regarding security, door locks, turf, solar, roofs and minutes.

General Session Correspondence

- The Board reviewed and approved the ACR for Unit 10 window upgrades contingent on vendor documents being received.

Landscape Walk Notes/Proposals

- The Board reviewed the walk notes with no further action taken.
- The Board agreed to go out to bid for landscape maintenance.

Old Business

- **Community/Building Renovations:** The Board approved the committee charter, agreed to table the consulting service until needed, and would like to announce the opportunity for Owners to join the committee.
- **Solar:** Director Curley is in contact with the vendor as agreed to by the Board.
- **Balcony Inspections:** The Board would like to proposals for inspections only.

- **Special Assessment:** The Board agreed by a vote of 3 – 1 (Director Balch voting No) to require the assessment collection at \$1,000.00 per month for 15 months. If an Owner has a hardship the Board will review the repayment on a case-by-case basis.

New Business

- **Board Seat Appointment:** The Board unanimously agreed to appoint member Kathryn Stevenson to the vacated Board seat.

Financial review for the month of February

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

Adjournment

- The meeting was adjourned at 8:26 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 April 19, 2023, as approved by the Chairman of the Meeting and Board of Directors.

Linda Kewin

Linda Kewin (Jul 1, 2023 14:35 PDT)

Board Member Signature

Jul 1, 2023

Date







2023_04_19_GS_Meeting_Minutes_NBTS

Final Audit Report

2023-07-01

Created:	2023-06-30
By:	John Farizell (john@rpmsca.com)
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"2023_04_19_GS_Meeting_Minutes_NBTS" History

-  Document created by John Farizell (john@rpmsca.com)
2023-06-30 - 8:03:20 PM GMT
-  Document emailed to lkewin@roadrunner.com for signature
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-  Email viewed by lkewin@roadrunner.com
2023-07-01 - 9:34:52 PM GMT
-  Signer lkewin@roadrunner.com entered name at signing as Linda Kewin
2023-07-01 - 9:35:18 PM GMT
-  Document e-signed by Linda Kewin (lkewin@roadrunner.com)
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