

**Approved September 21, 2021
WESTBROOK VILLAGE ASSOCIATION
LONG RANGE PLANNING COMMITTEE
Hybrid Zoom and In-Person Meeting
August 17, 2021**

PRESENT: Jon Pardoll, Bob White, Joy Groves, Jim McKenna (via Zoom) Lynette Jones (via Zoom), Gary Harmann
ABSENT: Sil Maiorana,
HOMEOWNERS: Six (6)

HOMEOWNER AND MEMBER COMMENTS

Homeowners in attendance are given the opportunity to address concerns and ask questions of the Committee and Management. These comments are not made a part of the Minutes.

CALL TO ORDER

Bob White, Vice Chair, called the Meeting to order at 9:00 a.m. and announced there was a quorum with six members present.

MINUTES – July 26, 2021

MOTION by Mr. Pardoll, second by Mr. Harmann, to approve the July 26, 2021 Minutes as presented. Carried by unanimous vote of the members in attendance.

OLD BUSINESS

Space Utilization RFP Updates: Ad Hoc Committee met with FoRM Design Studio, Ltd., the only firm to respond to the RFP. Their proposal was \$21,500 which is under the budget set for this purpose.

MOTION by Mr. White, second by Mr. Harmann, to move the Space Utilization Proposal from FoRM Design Studio, Ltd., to the Ways and Means committee for approval of the amount of \$21,500. Carried with Mr. Pardoll opposing.

Vistas Pool Update: The RFP's have been sent out to four companies; the deadline for the submission of the proposals has been extended by two weeks due to the four companies being so busy. It is anticipated this project will take one year to complete.

NEW BUSINESS

Resident Survey Questions Review: V.8. was distributed to the Committee Members for review and discussion. Several revisions were recommended and will be incorporated into the document after which there will be another review.

FOR THE GOOD OF THE ORDER

Process and procedure for Committees: "Sample" surveys cannot be sent out by a Committee. Anything to be discussed at a meeting must be on the agenda.

Next Meeting – Tuesday, September 21, 2021 – 9:00 a.m., FALC

WVA – Long Range Planning
August 17, 2021
2

There being no further business to come before the Committee, the meeting was adjourned at 10:54 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary
MINUTES & MORE

MEETING ADDENDUM RECOMMENDED REVISIONS TO SURVEY

Mr. White suggests that #9 and #10 be removed from the Survey as there are no funds for a new build. Ms. Groves provided a review of the changes that have been made since V.6. and V.7., incorporating feedback from several residents. Ms. Jones recommended several revisions to the introduction paragraph on the Survey.

Question #1 – Need to add that individuals can decline to include their age should they choose not to give that information.

Question #3 – Add “Required 30 days or longer” to Own home for rental purposes. Mr. White suggested adding “How did you discover Westbrook Village?” Ms. Jones stated marketing is not the responsibility of Long-Range Planning so this question will not be included in this survey.

Question #5 – Delete “Play Golf on Westbrook Village courses”; “Eat or drink at Westbrook Village golf course restaurants”; and “Use dog park exercise area (in Cypress Point subdivision)”.

Add “Play cards, board games, or mahjong, etc.....centers.

Change “Play pickleball....horseshoes” to “Use WVA outdoor sport court facilities.”

“Walk, bicycle or run in Westbrook Village.”

“Attend exercise classes at recreation center(s).”

“Play card games and table games at recreation center(s).”

Delete - “Play Poker, chess, billiards or table tennis, etc. at recreation centers.”

“Use facilities for Fine Arts or hobbies.”

Remove “AARP tax services.”

Question #6 – change to “What are the three most important recreational facility improvements you see needed at Westbrook Village Association? Please rank in order.

Remove the suggested items listed on V.8., and replace with:

1. _____
2. _____
3. _____

Combine Recreational Improvements and Buildings and Service Improvements. Change to “Recreational Facility Improvements”

Question 7 – Change to “What are the top three ground improvements....

Delete – list under #7

Delete Question #8

Question #11 – Delete “Westbrook outdoor....ball courts).

Change “New Amenities or Services” to “What additional amenities should be included....Please list your top three and rank them.”

Financing Improvements – #12 – Change “additional” to “special”

Question #13 and #14 - Delete

Delete “Homeowner Suggestions” Questions #15 and #16.

Survey contest – change to “thank you for your participation in this survey. You will be entered in a drawing to win: