

**Approved February 2, 2022**  
**WESTBROOK VILLAGE ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**January 5, 2022**

**MINUTES**

**PRESENT:** Michael Greene, Sil Maiorana, Amy Miller, Steve Merkovich, Tom Canepa, Gary Harmann (Board Members)  
Karen Jones (General Manager)  
Susan Fabian (Asst. General Manager)  
Jan Lawlor (Recreation Center Manager)  
Jesse LaPlaca (Facilities Manager)

**ABSENT:** Max Allen

**HOMEOWNERS:** Full house

**HOMEOWNER FORUM**

Homeowners are given the opportunity to address the Board of issues of concern. These discussions are not included as a part of the meeting.

**PLEDGE OF ALLEGIANCE**

Everyone was asked to stand for the Pledge of Allegiance.

**CALL TO ORDER**

Amy Miller, President, called the November Board Meeting to order at 8:01 a.m.

**CONFIRM QUORUM**

Mr. Maiorana confirmed there was a quorum with six Board Members in attendance.

**MINUTES – December 1, 2021**

***MOTION by Mr. Greene, second by Mr. Harmann, to approve the Minutes of the December 1, 2021 Meeting as presented. Carried by unanimous vote of the members in attendance.***

**TREASURER'S REPORT**

The November 2021 Financials were included in the Board binders for review and discussion.

***MOTION by Mr. Canepa, second by Mr. Merkovich, to accept the November 2021 Treasurer's Report and Financial Reports as presented, subject to audit. Carried by unanimous vote of the members in attendance.***

**UNFINISHED BUSINESS**

**Abacus Data Report:** Reports for November 16 through December 19, 2021 included in packet review and discussion.

**Amendment Initiative Update:** The Ad Hoc Committee met prior to Christmas. Mr. Maiorana reported the Committee reached the conclusion to table the Initiative at this time. There were approximately 1,500 responses to the question about the 75% rule with 72% saying to make a change to a lower percentage. However, it was determined that more residents needed to be reached before any change can be made. An education period is needed to let the Homeowners know what this is about; it will continue to be brought up.

***MOTION by Mr. Maiorana to table the Amendment Initiative until the Board can come with methods of educating and reaching more of the community. Second by Mr. Merkovich. Carried with Mr. Greene opposing.***

**Stadium Court Update:** Mr. LaPlaca provided an update on the project.

#### **NEW BUSINESS**

**Proposed Standard amendment to Refueling Appliances – Tanks:**

***MOTION by Mr. Greene, second by Mr. Harmann, to approve the Proposed Standard amendment to Refueling Appliances as presented. Carried by unanimous vote of the members in attendance.***

**Proposed Standard amendment to Stationary BBQ – Visible to Neighboring Properties:**

***MOTION by Mr. Canepa, second by Mr. Greene, to approve the Proposed Standard amendment to Stationary BBQ – Visible to Neighboring Properties as presented. Carried by unanimous vote of the members in attendance.***

**Proposed Standard amendment to Fire Pits:**

***MOTION by Mr. Canepa, second by Mr. Merkovich, to approve the Proposed Standard amendment to Fire Pits as presented. Carried by unanimous vote of the members in attendance.***

**Proposed Standard amendment to Pools and Spas:**

***MOTION by Mr. Canepa, second by Mr. Merkovich, to approve the Proposed Standard amendment to Pools and Spas as presented. Carried by unanimous vote of the members in attendance.***

**Vistas Pool Project Proposal:** Updated presented by Ms. Jones and Mr. LaPlaca.

***MOTION by Mr. Greene that the Vistas Pool Project be awarded to California Pools in the amount of \$816,303.00, including tax and a two-year warranty, with work to begin in April 2022. There will be a 10% contingency factor for unexpected costs. Second by Mr. Merkovich. Carried by unanimous vote of the members in attendance.***

This project will take a minimum of one year to complete. A completion deadline will be included in the contract, however if delays are due to problems with getting materials, the deadline will be extended.

**Lakes Complex Roofing Project:** The Landscape and Facilities Committee reviewed this at their last meeting and sent it back to Staff for additional consideration of a different coating. Ms. Jones and Mr. LaPlaca are recommending the contract be a

***MOTION by Mr. Greene to award the contract for the Lakes Complex Roofing Project to Renco Roofing in the amount of \$49,720.00, including the double coat, and a ten-year warranty. Second by Mr. Harmann. Carried by unanimous vote of the members in attendance.***

Work on the roofs will begin in about two weeks.

**Introduce new candidates running for Board:** There are four seats open and four candidates. Candidates are Max Allen (incumbent), Gary Harmann (incumbent), Jerry Johnson, and Kim Mraz.

There will be a Candidates Night on Wednesday, February 9, 2022, at the Lakes Ballroom. Mr. Canepa will moderate.

The Annual Meeting is March 16, 2022, 6:00 p.m., at the Lakes Ballroom.

#### **COMMITTEE REPORTS**

**Architectural Control Committee:** Minutes of the December meeting were included in the Board Binders.

The Committee is working on updates to the community's color scheme/palette. Residents are encouraged to attend the meetings to view the colors being considered.

**Government Relations:** Jerry Johnson's Report was reviewed by Mr. Greene. WVA resident, Bill Petena, has been elected Vice Mayor for 2022.

The Water Services Department has requested a "Water Conservation Specialist" to work with HOA's and business regarding water conservation measures.

**Information Technology Committee:** No meeting in December

**Landscape & Facilities Committee:** Minutes of the December meeting were included in the Board Binders.

There was a unanimous written consent in the past week to approve the Lakes Complex Roofing Project. Clarke Stough has resigned from the Committee as his home has sold and he is leaving the community.

**Long Range Planning Committee:** Minutes of the December meeting were included in the Board Binders.

The Survey has been submitted and will be kept open; a letter will be sent to all Club Presidents encouraging them to contact their members with reminders to vote.

**WVA Cornerstone Committee:** No meeting in December. This Committee is down three members.

**Personnel Committee:** Mr. Canepa reported on the December meeting at which time decisions were made on the benefit package offered to employees.

**Recreation Committee:** Minutes of the December meeting were included in the Board Binders.

**Town Hall:** No Report

**Ways and Means Committee:** Minutes of December meeting and the Delinquency Report were included in the Board Binders.

The Committee has authorized moving \$150,000.00 from the Operating Fund into the Reserve Fund making the total transfer for 2021 \$245,000.00.

**WVGC-WVA Joint Meeting:** No meeting in December.

### **MANAGERS' REPORT**

The **General Manager's** Report was included in the Board Binder; Ms. Jones provided clarification as requested.

The **Facilities Manager's Report** was included in the Board Binder; Mr. LaPlaca provided clarification as requested.

The **Recreation Centers Manager's Report** was included in the Board Binder; Ms. Lawlor provided clarification as requested.

The **Compliance Department Report** was included in the Board Binder; Ms. Fabian provided clarification as requested

### **FOR THE GOOD OF THE ORDER**

- Thank you to Mr. Canepa and Mr. Maiorana for all they have done for the community while serving on the Board.
- Bingo – Due to the increase in COVID cases, attendance at Bingo will be limited to 200 residents and non-residents to allow sufficient social distancing.
- There will be a dance at the Lakes on January 22, 2022; beneficiary will be the Cornerstone Committee

Next Meeting – Wednesday, February 2, 2022, 8:00 a.m., FALC.

There being no further business to come before the Board, the Meeting was adjourned at 9:25 a.m.

Respectfully submitted,  
Jody Brown, Recording Secretary

**MINUTES & MORE**