

**Approved January 16, 2023**  
**WESTBROOK VILLAGE ASSOCIATION**  
**LONG RANGE PLANNING COMMITTEE**  
**November 22, 2022**

**PRESENT:** Steve Merkovich, Amy Miller, Bob White, Jim Schulz, Jon Pardoll (Members)  
Karen Jones (General Manager)  
**ABSENT:** Lynette Jones, Joy Groves  
**HOMEOWNERS:** Full house

**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**

Steve Merkovich, Chair, called the November Meeting to order at 11:05 a.m.

There was a quorum with five members in attendance.

**MINUTES – October 18, 2022**

Necessary corrections will be made as requested, and the Minutes will be resubmitted for file.

***MOTION by Mr. White, second by Mr. Pardoll, to approve the Minutes of the November meeting as presented. Carried by unanimous vote of the members in attendance.***

**UNFINISHED BUSINESS**

**Change LRP Meeting to Quarterly – Finalize Decision:** Mr. Merkovich distributed a packet of information which included the LRP Mission Statement and the 2019 List of Projects. Most of the projects had four to five goals and were large capital expenditures. The Committee needs to know its jurisdiction and be focused on presenting recommendations to the Board. This can be done by going to quarterly meetings, with the next meeting being April 2023. The plan from 2019 should be used as a guide and the Committee should be looking past the fitness center project which is already in discussion.

On June 21 the Committee made the recommendation to the Board of Directors for the Fitness Center enhancement; this was approved by the Board in July 2021.

Ms. K. Jones stated she would be in agreement with the change to quarterly meetings. Mr. White suggested if this change is to be made, Ad Hoc Committees should be established for the various projects.

After considerable discussion it was determined the next meeting will be January 17, 2023, 9:00 a.m. at the FALC, at which time the fixed agenda for the month of April will be set. The April meeting will be April 18, 2023, 9:00 a.m., at the FALC.

Every Committee Member should review the Form Design Report and the Jeff Stevens Report to see if there are elements that should be implemented into the Plan. Each Member will then establish their list of recommended projects which will be reviewed by the Committee as a whole so a final list of projects can be set.

**NEW BUSINESS – None**

**FOR THE GOOD OF THE ORDER**

The Committee was thanked for what they are doing for the community.  
The LRP Fiscal Year should be August to August to allow input into the Budget each year.

It was suggested the LRP should present a Summary Report to the newly elected Board each year, with the presentation to be at either the first meeting of the new Board or the Board Training Session. It was determined this should be done at both meetings. The Board can issue any directives to the Committee at their May Board Meeting.

**Next Meeting Dates:** Tuesday, January 17, 2023 - 9:00 a.m., FALC.  
Tuesday, April 18, 2023 – 9:00 a.m., FALC

There being no further business to come before the Committee, the meeting was adjourned at 12:03 p.m.

Respectfully submitted,  
Jody Brown, Recording Secretary

**MINUTES & MORE**