

Approved June 7, 2023
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
May 3, 2023

MINUTES

PRESENT: Amy Miller, Jerry Johnson, Steve Merkovich, Max Allen, Kim Mraz, Gary Harmann, Michael Greene (Board Members)
Karen Jones (General Manager)
Susan Fabian (Asst. General Manager)
Jan Lawlor (Recreation Center Manager)
Jesse LaPlaca (Facilities Manager)

ABSENT:
HOMEOWNERS:

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

Homeowners were asked to stand for the Pledge of Allegiance.

CALL TO ORDER

Amy Miller, President, called the May Board Meeting to order at 8:00 a.m.

CONFIRM QUORUM

Mr. Allen confirmed there was a quorum of Board Members with all Directors in attendance.

MINUTES – April 5, 2023

Corrections are made as requested, and the Minutes resubmitted for file.

MOTION by Mr. Johnson, second by Mr. Merkovich, to approve the Minutes of the April 5, 2023 meeting as presented. Carried with Mr. Greene abstaining as he was not in attendance at the meeting.

TREASURER'S REPORT

The March 2023 Financials were included in the Board binders for review and discussion.

MOTION by Mr. Johnson, second by Mr. Allen, to accept the March 2023 Treasurer's Reports and Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

UNFINISHED BUSINESS

Vistas Pool Update: Ms. Jones provided an update on the project indicating the schedule is still on track for a June 5, 2023 opening.

Facilities Usage Report: Reports for March 27 through April 24, 2023 were in the Packet for review and discussion.

Employee Retention Tax Credit (ERC): WVA continues to wait for response; it was indicated there is a four-to-eight-month window.

NEW BUSINESS

Lakes Complex Audio Equipment: Bids were obtained from 5 Words Media (\$14,009.57), Audio Environments (\$10,783.38), and Audio Video Design (\$29,250.63).

MOTION by Mr. Johnson, second by Mr. Merkovich, to approve the bid from 5 Words Media in the amount of \$14,009.57. Carried unanimously.

November 2024 Election Polling Place – Lakes Multi-Purpose Room:

MOTION by Mr. Johnson, second by Mr. Allen, to approve the use of the Lakes Multi-Purpose Room for a polling place for the November 2024 election. Carried unanimously.

Architectural Control Committee Member Recommendation:

MOTION by Mr. Johnson, second by Mr. Greene, to accept the recommendation from the Architectural Control Committee for the new member appointment. Carried unanimously.

Cornerstone Committee Member Recommendation:

MOTION by Ms. Miller to accept the recommendation of the Cornerstone Committee for the new member appointment. Second by Mr. Greene. Carried unanimously.

Landscape and Facilities Committee Member Recommendation:

MOTION by Mr. Harmann, second by Ms. Mraz, to accept the recommendation of the Landscape and Facilities Committee for the new member appointment. Carried unanimously.

COMMITTEE REPORTS

Architectural Control Committee: Minutes of the April meeting(s) were included in the Board Binders.

Government Relations: Mr. Johnson reported on two recent Council meetings. The City has approved the CIP Budget for 2024-33, and the 2024 Annual Budget. There is a 27% increase, but no increase in taxes.

Information Technology Committee: No Meeting/No Report

Landscape & Facilities Committee: Minutes of the April meeting(s) were included in the Board Binders.

Long Range Planning Committee: Minutes of the April meeting(s) were included in the Board Binders. The next meeting is scheduled for September 2023.

WVA Cornerstone Committee: Minutes of the April meeting(s) were included in the Board Binders.

Personnel Committee: No Meeting/No Report

Recreation Committee: Minutes of the April meeting(s) were included in the Board Binders. The Ad Hoc Committee (Pickleball Play Schedules) has been meeting; there will be a report in June.

Town Hall: No Meeting/No Report

Ways and Means Committee: Minutes of the April meeting(s) were included in the Board Packet.

WVGC-WVA Joint Meeting: No Meeting in April

MANAGERS' REPORT

The **General Manager's** Report was included in the Board Binder with clarification provided by Ms. Jones. Report included reports from the Architectural Control Committee, Resale Department, Compliance Department, Recreation Centers Manager, Facilities Manager and Landscape Company.

FOR THE GOOD OF THE ORDER

The Memorial Day Wreath Ceremony is scheduled for Monday, May 29, 2023, 8:00 a.m., in the FALC Parking Lot. Reception to follow in the Vistas Ballroom.

Next Meeting – Wednesday, June 7, 2023, 8:00 a.m.

There being no further business to come before the Board, the Meeting was adjourned at 9:04 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE