

Approved November 1, 2023
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
October 4, 2023

MINUTES

PRESENT: Jerry Johnson, Kim Mraz, Gary Harmann, Michael Greene (Board Members)
Susan Fabian (Asst. General Manager)
Jan Lawlor (Recreation Center Manager)
Sean Gorenstein, (Facilities Manager)

ABSENT: Karen Jones (General Manager)
Steve Merkovich, Max Allen, Amy Miller (Board Members)

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

Michael Greene, Vice President, called the October Board Meeting to order at 8:07a.m.

CONFIRM QUORUM

Mr. Greene confirmed there was a quorum of Board Members with four Directors in attendance.

MINUTES – September 6, 2023

If there are corrections needed, they will be made as requested, and the Minutes resubmitted for file.

MOTION by Mr. Johnson, second by Ms. Mraz, to approve the Minutes of the September 6, 2023, meeting as presented. Carried by unanimous vote of the members in attendance.

TREASURER'S REPORT

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

Budget Meetings will begin on Friday, October 13, 2023, with subsequent meetings scheduled for October 18 and 25, 2023.

MOTION by Mr. Johnson, second by Ms. Mraz, to accept the August 2023 Treasurer's Reports and Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried by unanimous vote of the members in attendance.

UNFINISHED BUSINESS

Facilities Usage Report: Reports for August 28 through September 20, were in the Packet for review and discussion.

Employee Retention Tax Credit (ERC): The Association has received a partial payment, however there was a problem with the second application which has been corrected and resubmitted. The Government has put a lockdown on further applications.

Horseshoe Pits/Cornhole Update: Mr. Harmann reported there was a meeting to discuss the grading. The grading is now complete and the footing was poured on Monday.

Westbrook Commons Update: Mr. Greene provided an update on the progress to date.

NEW BUSINESS

New Yoga Instructor Application:

MOTION by Mr. Harmann, second by Ms. Mraz, to approve Karen Berg as the new Yoga Instructor. Carried by unanimous vote of the members in attendance.

New Club Application - Mexican Train Dominoes:

MOTION by Mr. Johnson, second by Ms. Mraz, to approve the New Club Application for Mexican Train Dominoes. Carried by unanimous vote of the members in attendance.

Fall 2023/Spring 2024 Overseeding Exemption:

MOTION by Mr. Johnson, second by Mr. Harmann the Westbrook Village Golf Club, the Westbrook Village Master Association, and the Westbrook Village Sub-Associations are granted a (1) season (Fall 2023/Spring 2024) exemption from overseeding of turf areas agreed to in prior overseeding exemptions. These turf areas must be maintained in a neat and orderly manner. Additionally, the Westbrook Village Golf Club must adhere to provisions in the recorded 2006 Overseed Agreement. Carried by unanimous vote of the members in attendance.

Ratify Unanimous Written Consent – First Responders Event: Tabled to the next meeting.

Update BOD Resolution Audio-Visual Recording: Included in the Board Packet for review and discussion.

MOTION by Mr. Johnson, second by Ms. Mraz, to approve the Resolution as presented. Carried by unanimous vote of the members in attendance.

East Pickleball Court Resurfacing:

MOTION by Mr. Johnson, second by Mr. Harmann, to accept the Bid from General Acrylics, in the amount of \$14,390, for resurfacing the east Pickleball Court to include the yellow safety fence caps. Carried by unanimous vote of the members in attendance.

Wrought Iron Fence on Retaining Wall:

MOTION by Mr. Johnson, second by Ms. Mraz, to approve the bid from SDL for the wrought iron fence on the retaining wall at a cost of \$13,000. Carried by unanimous vote of the members in attendance.

COMMITTEE REPORTS

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

Government Relations: Meeting moved to next Tuesday; No Report

Information Technology Committee: No meeting(s) in September.

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

Long Range Planning Committee: Minutes of the September meeting(s) were included in the Board Binder. No additional report.

WVA Cornerstone Committee: Minutes of the September meeting(s) were included in the Board Binder. No additional report.

Personnel Committee: No Meeting(s) in September

Recreation Committee: Minutes of the September meeting(s) were included in the Board Binders.

Town Hall: No Meeting(s) in September.

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

WVGC-WVA Joint Meeting: No meeting(s) in September.

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.

- **Coffee Talks** will begin again on the last Tuesday in October 2023.
- The WVA Posse is diligent in their activities, increasing officers and increasing hours.
- There is a solar company that is going through the Association soliciting business; the name of the company should be referred to the Admin Office so the appropriate action can be taken.

FOR THE GOOD OF THE ORDER

Today at 11:20 a.m. there will be a National Emergency Alert. This will be on the radios, television, and cell phones.

The potential water restrictions will have an impact on the areas to be overseeded.

Second Sunday Marketplace resumes this month.

Next Meeting – Wednesday, November 1, 2023, 8:00 a.m.

There being no further business to come before the Board, the Meeting was adjourned at 8:46 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE