

Approved June 5, 2024
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
May 1, 2024

MINUTES

PRESENT: Amy Miller, Michael Greene, Steve Merkovich, Max Allen, Marcy Reneau, Bruce Garrison, Tim Davis (Board Members)
Karen Jones (General Manager)
Susan Fabian (Asst. General Manager)
Sean Gorenstein, (Facilities Manager)
Denise Murphy (Recreation Centers Manager)

ABSENT:

HOMEOWNERS: Full House

HOMEOWNER FORUM

Homeowners are given the opportunity to address the Board about 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 9:10 a.m.

CONFIRM QUORUM

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

MINUTES – April

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

Organizational Meeting Minutes should reflect that Ms. Miller volunteered to be a part of the Town Hall Committee; she was not elected.

MOTION by Mr. Allen, second by Mr. Greene, to approve the Minutes of the April 3, 2024, meeting as amended. Carried unanimously.

TREASURER'S REPORT

The February 2024 and March 2024 Financials were included in the Board binders for review and discussion.

MOTION by Mr. Greene, second by Mr. Allen, to accept the February 2024 Treasurer's Reports and Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

MOTION by Mr. Greene, second by Ms. Reneau, to accept the March 2024 Treasurer's Reports and Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

UNFINISHED BUSINESS

Facilities Usage Report: Reports for March 25 through April 21, 2024, were included in the Board Packet for review and discussion.

NEW BUSINESS

Architectural Control Committee Member Recommendation:

MOTION by Ms. Reneau, second by Mr. Greene, to appoint Robert Freiberg, Kurt Kimmerling, and Bob Carneiro to the Architectural Control Committee. Carried with Mr. Davis abstaining.

Landscape and Facilities Committee Member Recommendation:

MOTION by Mr. Greene, second by Ms. Reneau, to appoint Garry Walker to the Landscape and Facilities Committee. Carried unanimously.

Cornerstone Committee Member Recommendation:

MOTION by Ms. Miller, second by Mr. Greene, to appoint Lois Pepple to the Cornerstone Committee. Carried with Mr. Davis abstaining.

Long Range Planning Committee Member Recommendation:

MOTION by Mr. Merkovich, second by Mr. Greene, to appoint Robert Freiberg, Paul Schnetzky, and Bob White to the Long-Range Planning Committee. Carried unanimously.

Video and/or Zoom Board Meetings Presentation by Lynette Jones: Ms. Jones gave a PowerPoint Presentation on the use of Zoom for Board and Committee Meetings. Meetings can be Hybrid – in person attendees and Zoom attendees. Benefits of using Zoom were reviewed along with Plans and Pricing. There are concerns about the amount of storage needed, how to get everyone signed on for meetings, live-streaming options, etc. Ms. K. Jones to investigate issue further and report at the next Meeting. The Communications Liaison will be asked to video the meetings which will then be put on the website for Homeowners to view.

HB 2298: This House Bill pertains to enforcement of on-street parking (HOA vs City); this has been passed and has been signed by the Governor and will require a vote of the Homeowners. There will be several Town Halls conducted to explain the HB and the impact it would have on the community. There may be a survey to determine if the Homeowners want to put the issue to a vote. Mr. Davis has sent a draft of Standard Operating Procedures for Town Halls and will get a Town Hall scheduled once the Board has an opportunity to review his draft.

COMMITTEE REPORTS

Architectural Control Committee: Minutes of the April meeting included in the Board Binders.

Government Relations: Mr. Davis has met with the Mayor and staff as well as two of the US Congressmen.

Information Technology Committee: No meeting in April.

Landscape & Facilities Committee: No meeting in April

Long Range Planning Committee: No meeting in April – next meeting May 22, 2024

WVA Cornerstone Committee: Minutes of the April meeting included in the Board Binders.

Personnel Committee: No Meeting in April

Recreation Committee: Minutes of the April meeting included in the Board Binders

Town Hall: No Meeting in April.

Ways and Means Committee: Minutes of the April meeting included in the Board Packet.

WVGC-WVA Joint Meeting: No meeting in April.

MANAGERS' REPORT

The General Manager's Reports for the months of April are included in the Board Binder with clarification provided by Ms. Jones. The General Manager's Report includes reports from the Architectural Control Committee, Resale Department, Compliance Department, Recreation Centers Manager, Facilities Manager and Landscape Company.

FOR THE GOOD OF THE ORDER

Discussion on e-voting tabled to next month's meeting.

With regard to the AED machines, Ms. Jones reported they are currently adding three-dimensional signage designating location of AED machines; Mr. Gorenstein to look into a cooler box the equipment can be placed in at the Pickleball Courts; process for training residents/staff in the use of the equipment.

Next Meeting – June 5, 2024

There being no further business to come before the Board, the Meeting was adjourned 10:05 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE