

**Approved September 4, 2024**  
**WESTBROOK VILLAGE ASSOCIATION**  
**BOARD OF DIRECTORS MEETING**  
**July 3, 2024**

**MINUTES**

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

**ABSENT:** Steve Merkovich (excused)

**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 July Board Meeting to order at 9:00 a.m.

**CONFIRM QUORUM**

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

**MINUTES – June**

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

***MOTION by Mr. Greene, second by Mr. Garrison, to approve the Minutes of the June 5, 2024, meeting as presented. Carried by unanimous vote of the members in attendance.***

**TREASURER’S REPORT**

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

***MOTION by Mr. Allen, second by Ms. Reneau, to accept the May 2024 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 May 27 through June 23, 2024, were included in the Board Packet for review and discussion.

**Zoom Survey Results:**

***MOTION by Mr. Davis, second by Mr. Allen, to open discussion on ZOOM meetings and the results of the Survey. Carried by unanimous vote of the members in attendance.***

Ms. Reneau read a statement pertaining to Open Meeting Laws and the change of the word “permitted” to “allowed.” Mr. Davis suggested further discussion be tabled until the Board of Directors has had the

opportunity to review and discuss the Open Meeting Law. Discussion then continued with regard to the ZOOM survey and the responses received.

***MOTION by Mr. Garrison that the Board approve a trial period for ZOOM of six months, setting a budget of \$2,000 maximum for equipment. Second by Mr. Greene. MOTION AMENDED by Mr. Greene to start the trial period on October 1, 2024, to allow time for the purchase of the equipment and set up, with the trial running through the Annual Meeting. MOTION AMENDED by Mr. Davis to extend the trial period to one year. MOTION EVACUATED.***

***MOTION by Mr. Garrison, second by Mr. Davis, to approve a trial period of 7 months, starting as soon as the system can be up and running through the Annual Meeting with a maximum budget of \$2,000. Second by Mr. Davis. Motion failed with two members voting in favor and four members opposed.***

**Electronic Voting Update:** Ms. Jones reported she has contacted multiple companies but has only had a response from one so far. It is anticipated that information can be obtained and reported for the next Board Meeting.

#### **NEW BUSINESS**

##### **Permanent Generator Systems Standard:**

***MOTION by Ms. Reneau to accept the Permanent Generator Systems Standard as presented. Second by Mr. Greene. Carried by unanimous vote of the members in attendance.***

**Meadow Park Casitas II Sub-Association Appeal:** Mike Brown, President of Meadow Park II, was in attendance to present the appeal.

***MOTION by Ms. Reneau, second by Mr. Garrison, to deny the request for variance on the Meadow Park Casitas II Sub-Association paint issue. Motion carried by unanimous vote of the members in attendance.***

***MOTION by Mr. Allen, second by Mr. Davis, to send the Meadow Park Casitas II paint issue back to the Architectural Review Committee for further review of paint colors and possible amendment of the Standard. Motion carried with four members voting in favor and two members opposed.***

**Easement 19065 North 96<sup>th</sup> Avenue – Lakeview Estates:** At the Homeowner's request this issue is tabled to September.

#### **COMMITTEE REPORTS**

**Architectural Control Committee:** Minutes of the June meeting included in the Board Binders

**Government Relations:** Mr. Davis reported he has met with the Mayor regarding several issues pertaining to Board Meetings. The City recommends doing a study session prior to the meeting to discuss issues so Board Meetings run more efficiently.

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

**Landscape & Facilities Committee:** Minutes of the June meeting included in the Board Binders

**Long Range Planning Committee:** Minutes of the June meeting included in the Board Binders. The Committee is preparing questions for a survey that would target new Homeowners. Additional bids are requested from architectural firms for the Fitness Center expansion.

**WVA Cornerstone Committee:** No meeting in June

**Personnel Committee:** Minutes of the June meeting included in the Board Packet

**Recreation Committee:** Minutes of the June meeting included in the Board Binders

**Town Hall:** Mr. Davis reported two Zoom meetings have been scheduled for July and August at which time there will be discussion on scheduling the Candidate Town Halls.

**Ways and Means Committee:** Minutes of the June meeting and the Delinquency Reports included in the Board Binders

**WVGC-WVA Joint Meeting:** No meeting in June; there will be a meeting in July.

#### **MANAGERS' REPORT**

The General Manager's Reports for the month of June 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**

There was a report of a break-in at Pineridge and Highland Hills; a vehicle was stolen in one case and a purse was stolen in the other. Police have been notified in both cases and there is video in one case although the video is not very clear. There were also two golf carts stolen recently. The Posse is doing extra patrols on the weekends and the Police have increased their watches through the community. It is recommended Pineridge begin a Block Watch and that a Town Hall be held on this issue.

The ACC Committee and Ways and Means will meet in August. Decisions on the other Committees will be announced as a decision is made at their July meetings. The Board of Directors will not meet in August.

Ms. Jones reported on the flooding of the Admin office. Restoration efforts are in progress.

**Next Meeting** – September 4, 2024

There being no further business to come before the Board, the Meeting was adjourned 10:49 a.m.

Respectfully submitted,  
*Jody Brown*, Recording Secretary

**MINUTES & MORE**