

APPROVED NOVEMBER 6, 2024
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
October 2, 2024

MINUTES

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

ABSENT:

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 October Board Meeting to order at 9:03 a.m.

CONFIRM QUORUM

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

MINUTES – September

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

MOTION by Mr. Merkovich, second by Ms. Reneau, to approve the Minutes of the September 4, 2024, meeting as presented. Carried unanimously.

TREASURER’S REPORT

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

MOTION by Mr. Garrison, second by Mr. Allen, to accept the August 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 August 26 through September 22, 2024 were included in the Board Packet for review and discussion.

Easement – 19065 North 96th Avenue – Lakeview Estates Update: Ms. Jones reported on the recent meeting held with the City of Peoria. The City has agreed to take over the maintenance of the easement and they have looked at the trip hazards that were pointed out and will make the necessary repairs. The path will reopen once the repairs are done but won’t be completely resurfaced until early next year when the streets are done.

NEW BUSINESS

Board of Directors Appoint Vacant Seat for Remainder of Term – March 2025: A plaque honoring Mike Greene will be put on a bench in the Reflection Garden.

Nomination for Bob Carneiro to fill the vacancy on the Board of Directors. Mr. Carneiro is willing to serve. Mr. Carneiro spoke briefly.

Nomination for Sil Maiorana to fill the vacancy on the Board of Directors. Mr. Maiorana is willing to serve. Mr. Maiorana spoke briefly.

By a 4 – 2 vote of the Board, Mr. Carneiro is appointed to fill the vacancy on the Board of Directors.

**Organizational
Select Board Vice President:**

Nomination for Marcy Reneau for Vice President. With no additional nominations, Ms. Reneau is elected by acclamation.

Select Chair Landscape & Facilities:

Nomination for Bruce Garrison as Chair of the Landscape & Facilities Committee. Mr. Garrison chose not to accept the nomination

Nomination for Amy Miller as Chair of the Landscape & Facilities Committee. With no additional nominations, Ms. Miller is elected by acclamation.

Chair Personnel Committee: Responsibilities of this position were reviewed by Ms. Miller.

Nomination for Bruce Garrison as a Member of the Personnel Committee. With no additional nominations, Mr. Garrison is elected to the Personnel Committee.

Nomination for Steve Merkovich as Chair of the Personnel Committee. With no additional nominations, Mr. Merkovich is elected as Chair of the Personnel Committee.

Electronic Voting: Ms. Reneau reported the IT Committee is recommending proceeding with Vote Now for electronic voting. They will handle all electronic, telephonic and paper ballots.

MOTION by Ms. Reneau, second by Mr. Allen, to accept Vote Now at \$10,990, plus 15% contingency for electronic voting for the 2025 election. Carried unanimously.

Water Volleyball Club Application: Application included in the Board Packet for review and discussion.

MOTION by Mr. Allen, second by Ms. Reneau, to accept the application for a Water Volleyball Club. Carried with Mr. Davis opposed.

Reserve Study Review: Mr. Merkovich reviewed the Reserve Study Executive Summary. Ms. Jones and Ms. Miller are working with the Reserve Study company to extend life expectancy on some items. It was pointed out that a fully funded Reserve Balance at this time would have to be \$5,605,511 (the projected starting Reserve Balance is \$3,676,748). The 2025 recommended monthly reserve transfers should be \$70,000 an increase from the 2024 monthly reserve transfer of \$63,180.

Vistas Pool Update: There have been complaints about the tile on the floor of the pool; Mr. Gorenstein and Ms. Jones are working with the vendor. Ms. Jones reported there is talk of draining the pool, removing the tile, redoing the gutter, and refilling the pool. The lap lane tile will remain. No cost information is available at this time.

COMMITTEE REPORTS

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

Government Relations: Mr. Davis reported he visited with the candidates for the main political parties; they are interested in using WVA facilities for upcoming events. Contact information will be given to Ms. Jones.

Information Technology Committee: Minutes of the September meeting were included in the Board Binders.

Landscape & Facilities Committee: Minutes of the September meeting included in the Board Binders.

Long Range Planning Committee: Minutes of the September meeting included in the Board Binders.

WVA Cornerstone Committee: No September meeting.

Personnel Committee: No September meeting.

Recreation Committee: Minutes of the September meeting included in the Board Binders.

Town Hall: Refer to Government Relations Report. Town Halls will be needed to update the residents on the upcoming parking issues.

Ways and Means Committee: Minutes of the September meeting and the Delinquency Reports included in the Board Binders.

ERC funds of \$248,000 are currently in a separate account. Based on the recent Reserve Study, Ways and Means is recommending these funds be put in the Reserve Account.

WVGC-WVA Joint Meeting: Minutes of the September meeting included in the Board Binders.

MANAGERS' REPORT

The General Manager's Reports for the month of September 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

The new season of the Second Sunday Marketplace starts again this month.

Next Meeting – November 6, 2024

There being no further business to come before the Board, the Meeting was adjourned at 10:30 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE