

**APPROVED NOVEMBER 5, 2025**  
**WESTBROOK VILLAGE ASSOCIATION**  
**BOARD OF DIRECTORS' MEETING**  
**OCTOBER 1, 2025**

**MINUTES**

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

**ABSENT:** None

**HOMEOWNER FORUM**

Homeowners are given the opportunity to address the Board about issues of concern, discussions not included as a part of the meeting.

**PLEDGE OF ALLEGIANCE**

Homeowners were asked to stand for the Pledge of Allegiance.

**CALL TO ORDER**

Ms. Reneau, President, called the October Board Meeting to order at 9:00 a.m.

**CONFIRM QUORUM**

Mr. Davis confirmed there was a quorum of Board Members with seven (7) Directors in attendance.

**MINUTES – September 3, 2025**

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

***MOTION by Mr. Bernier, second by Mr. Merkovich, to approve the Minutes of the September 3, 2025, meeting as presented. Carried unanimously.***

**TREASURERS REPORT**

Awaiting the August 31, 2025, financials from Accounting Firm.

**UNFINISHED BUSINESS**

**Facilities Usage Report:** Reports for August 25, 2025, through September 21, 2025, were included in the Board Packet for review and discussion.

**Second Sundays Marketplace Update:** Ms. Miller presented candidates for Second Sunday Marketplace. Location will change from Lakes to FALC building. Now that a manager has been found for Second Sunday, there is not be a Home and Garden Show.

***MOTION by Ms. Miller, second by Mr. Allen, to approve Monique Lightner to manage Second Sunday Marketplace on a trial basis for this season, starting November through April. Carried unanimously.***

## **NEW BUSINESS**

**Proposed Standard for New Exterior Soffit Lighting:** New Exterior Soffit Lighting Standard.

***MOTION by Mr. Bernier, second by Mr. Davis, to approve the New Standard for Exterior Soffit Lighting adding, or bottom to bullet two (2) and housing to bullet five (5). Carried Unanimously.***

**Proposed Standard Amendment to Solar Energy Devices-Battery Storage Devices:** Amend Solar Energy Devices Standards adding Battery Storage Device.

***MOTION by Mr. Bernier, second by Mr. Davis, to approve the changes to the Energy Device Standards. Carried unanimously.***

**2025 Fall & 2026 Spring Overseeding – WVA & Sub-Associations:** Any motion made must not supersede the Golf Course Overseed Agreement which requires them to keep the main thoroughfares overseeded as these are visual areas. Sub-Association Board of Directors make their own decisions on overseeding their common areas. Approval must be obtained from Architectural Control Committee.

***MOTION by Mr. Garrison, second by Mr. Merkovich, to approve the 2025 Fall & 2026 Spring Overseeding as written. Motion carried 5/1. Mr. Bernier opposed, he prefers overseeding for community.***

**Homeowner Guest Pass Survey:** Discussion on Guest Pass Survey.

***MOTION by Ms. Miller, second by Mr. Allen, to approve survey as written. Motion carried. 4/2. Mr. Bernier opposed, based on including other communities' information and survey layout. Mr. Davis opposed, no comment.***

***MOTION by Mr. Allen, second by Mr. Bernier, to approve sending out survey via electronic email as well as printed copy at Recreation Centers for those that do not use a computer. The survey will be open for two (2) weeks. Carried unanimously.***

## **COMMITTEE REPORTS:**

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

**Government Relations:** None

**Information Technology Committee:** No September meeting.

**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:** Minutes of the September meeting included in the Board Binders.

**Personnel Committee:** No September meeting.

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

**Town Hall:** None

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

**WVGC-WVA Joint Meeting:** No September Meeting.

**MANAGERS' REPORT**

The September report included in Board Binders.

**FOR THE GOOD OF THE ORDER** – Veteran's Club will be hosting an Operation Care Package on Wednesday October 8, 2025, at 6 pm at the Lakes Rec Center. Care packages will support overseas troops. More information will be in E-blast. All are welcome.

Annual Veteran's Dinner will be on November 6, 2025.

**Next Meeting** – Wednesday, November 5, 2025, 9:00 a.m. at FALC.

There being no further business to come before the Board, the Meeting was adjourned at 10:00 a.m.

Barbara Peot, Minute Keeper