

APPROVED DECEMBER 3, 2025
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS' MEETING
NOVEMBER 5, 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 November Board Meeting to order at 9:17 a.m.

CONFIRM QUORUM

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

MINUTES – October 1, 2025

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

MOTION by Ms. Miller, second by Mr. Garrison, to approve the Minutes of the October 1, 2025, meeting as presented. Carried unanimously.

TREASURERS REPORT

The August 31, 2025, Financials were included in the Board binders for review and discussion.

MOTION by Ms. Allen, second by Mr. Merkovich, to approve the August 31, 2025, Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

UNFINISHED BUSINESS

Facilities Usage Report: Reports for September 22, 2025, through October 26, 2025, were included in the Board Packet for review and discussion.

Homeowner Guest Pass Survey Update: Ms. Jones updated the Board of Directors on the Homeowner Guest Pass Survey. It will be five (5) questions and in simple format. There will be an opening paragraph along with other communities' guest pass charges. The survey will be open for two (2) weeks.

NEW BUSINESS

Proposed Preservation Fee Increase: Proposed Preservation Fee will increase from \$4,655.00 to \$5,500.00 per home sale. This will be effective April 1, 2026, and based on results from community vote.

MOTION by Ms. Miller, second by Mr. Allen, to approve the Proposed Preservation Fee Increase to \$5,500.00. This will take effective April 1, 2026, and will be based on results of the Community vote. Carried unanimously.

LRP Resident Survey: All Homeowner Survey 2025 information will be sent out with Annual Assessment letter. Deadline for completion is December 21, 2025. Mr. Bernier requested to change question 1 from 1-5 years to 0-5 years.

MOTION by Mr. Bernier, second by Mr. Merkovich, to approve the LRP Resident Survey. Carried unanimously.

COMMITTEE REPORTS:

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

Government Relations: None

Information Technology Committee: No October Meeting.

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

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

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

Personnel Committee: Mr. Merkovich introduced new employee, Ashley Laurance, Communication Liaison.

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

Town Hall: None

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

WVGC-WVA Joint Meeting: No October Meeting.

MANAGERS' REPORT

The October 2025 report included in Board Binders.

FOR THE GOOD OF THE ORDER Second Sunday Marketplace is this Sunday November 9, 2025.

Next Meeting – Wednesday, December 3, 2025, 9:00 a.m. at FALC.

There being no further business to come before the Board, the Meeting was adjourned at 10:03 a.m.

Barbara Peot, Minute Keeper