

**APPROVED JANUARY 7, 2026**  
**WESTBROOK VILLAGE ASSOCIATION**  
**BOARD OF DIRECTORS' MEETING**  
**DECEMBER 3, 2025**

**MINUTES**

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

**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 December Board Meeting to order at 9:15 a.m.

**CONFIRM QUORUM**

Mr. Davis confirmed there was a quorum of Board Members with six (6) Directors in attendance.

**MINUTES – November 5, 2025**

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

***MOTION by Mr. Bernier, second by Mr. Allen, to approve the Minutes of the November 5, 2025, meeting as presented. Carried unanimously.***

**TREASURERS REPORT**

The September 30, 2025, Financials were included in the Board binders for review and discussion.

***MOTION by Mr. Allen, second by Mr. Bernier, to approve the September 30, 2025, Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.***

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

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

**UNFINISHED BUSINESS**

**Facilities Usage Report:** Reports for October 27, 2025, through November 23, 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. The Survey has closed; there were 1300 responses. Administration Office is sifting through duplicate votes and will report the results at the January Board of Directors meeting.

**NEW BUSINESS**

**Proposed Standard Amendment to Trellis:** Discussion and review of proposed Trellis standard.

***MOTION by Mr. Bernier, second by Mr. Garrison, to approve the Proposed Standard Amendment to Trellis. Carried unanimously.***

**COMMITTEE REPORTS:**

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

**Government Relations:** None

**Information Technology Committee:** No November Meeting.

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

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

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

**Personnel Committee:** No November Meeting

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

**Town Hall:** None

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

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

**MANAGERS' REPORT**

The November 2025 report included in Board Binders.

**FOR THE GOOD OF THE ORDER**

Westbrook Village Voices will be performing this weekend, on December 5<sup>th</sup>, 6<sup>th</sup> and 7<sup>th</sup>. Tickets can be purchased at the Vistas Rec Center.

The annual assessment letters were mailed out on November 26, 2025, the 2026 annual assessment is \$819.00, due January 1, 2026.

The WBV Administration Office and Rec Centers will be closing at 4 pm on Christmas Eve and New Year's Eve. Closed on Christmas Day and New Year's Day.

The WBV Turkey drive was a tremendous success!!! Thank you WBV Residents for your support.

**Next Meeting –** Wednesday, January 7, 2026, 9:00 a.m. at FALC.

There being no further business to come before the Board, the Meeting was adjourned at 9:50 a.m.

Barbara Peot, Minute Keeper