

APPROVED APRIL 1, 2026
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS' MEETING
FEBRUARY 4, 2026

MINUTES

PRESENT: Amy Miller, Max Allen, Bruce Garrison, Tim Davis, Joe Bernier, Steve Merkovich
(Board Members)
Karen Jones (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

Mr. Garrison, Vice President, called the February 4, 2026, Board Meeting to order at 9:10 a.m.

CONFIRM QUORUM

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

MINUTES – January 7, 2026

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 January 7, 2026, meeting as presented. Carried Unanimously.

TREASURERS REPORT

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

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

UNFINISHED BUSINESS

Facilities Usage Report: Reports for December 28, 2025, January 25, 2026, were included in the Board Packet for review and discussion.

NEW BUSINESS

Vistas Perimeter Fence: Installation of Perimeter fence at Vistas Recreation Center.

MOTION by Ms. Miller, second by Mr. Allen, to approve the contract with Service Direct Landscaping for \$101,205.00 with a ten percent (10%) contingency. 3/2. Motion failed with Mr. Merkovich abstaining.

Preservation Fee Increase Postpone (UWC): Postpone Preservation Fee Town Hall.

MOTION by Ms. Miller, second by Mr. Garrison, by Unanimous Written Consent to approve suspending the Preservation Fee Town Hall until the fall of 2026. 5/1. Motion failed.

MOTION by Ms. Miller, second by Mr. Allen, to approve suspending the Town Hall on increasing the Preservation Fee until the fall of 2026. Carried unanimously.

New Club Application: The Minnesota State Club of Westbrook

MOTION by Mr. Allen, second by Ms. Miller, to approve the new club, The Minnesota State Club of Westbrook. Carried unanimously.

Appoint Interim ACC Chair: Mr. Bernier was nominated and accepts the position.

MOTION by Mr. Garrison, second by Mr. Davis, to approve Mr. Bernier as Interim ACC Chair. Motion carried with Mr. Bernier abstaining.

Appoint Interim LRP Chair: Mr. Allen was nominated and accepts the position.

MOTION by Mr. Garrison, second by Mr. Bernier, to approve Mr. Allen as Interim LRP Chair. Motion carried with Mr. Allen abstaining.

Appoint Interim Cornerstone Chair: Mr. Allen volunteered for the position of Interim Cornerstone Chair.

MOTION by Mr. Davis, second by Mr. Bernier, to approve Mr. Allen as Interim Cornerstone Chair. Motion carried with Mr. Allen abstaining.

Appoint Interim Technology Chair: Mr. Bernier nominated and accepts the position.

MOTION by Mr. Davis, second by Mr. Allen, to approve Mr. Bernier as Interim Technology Chair. Motion carried with Mr. Bernier abstaining.

COMMITTEE REPORTS:

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

Government Relations: None

Information Technology Committee: No January Meeting.

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

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

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

Personnel Committee: Job opening for Compliance.

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

Town Hall: None

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

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

MANAGERS' REPORT

The January 2026 report included in Board Binders.

FOR THE GOOD OF THE ORDER

Mr. Allen requested that the Board of Directors reviews the Westbrook Village Association Governing Documents.

Next Meeting – Annual Meeting, Wednesday, March 18, 2026, 6: 00p.m Lakes Ballroom.

There being no further business to come before the Board, the Meeting was adjourned at 12:05 p.m.

Barbara Peot, Minute Keeper