

**APPROVED MAY 6, 2026**  
**WESTBROOK VILLAGE ASSOCIATION**  
**BOARD OF DIRECTORS' MEETING**  
**APRIL 1, 2026**

**MINUTES**

**PRESENT:** Amy Miller, Max Allen, Bruce Garrison, Bob Carneiro, Mark Gittins, Joe Bernier, Steve Merkovich, (Board Members)  
Karen Jones (General Manager)  
Marcy Reneau (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**

Mr. Garrison, President, called the April 1, 2026, Board Meeting to order at 9:27 a.m.

**CONFIRM QUORUM**

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

**MINUTES – February 4, 2026**

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

***MOTION by Mr. Bernier, second by Ms. Miller, to approve the Minutes of the February 4, 2026, meeting as presented. Motion carried with Mr. Carneiro and Mr. Gittins abstaining as they were not on the Board of Directors at this time.***

**TREASURERS REPORT**

The January 31, 2026, Financials were included in the Board binders for review and discussion.

***MOTION by Ms. Miller, second by Mr. Merkovich, to approve the January 31, 2026, Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.***

The February 28, 2026, Financials were included in the Board binders for review and discussion.

***MOTION by Mr. Allen, second by Mr. Merkovich, to approve the February 28, 2026, Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.***

**UNFINISHED BUSINESS**

**Facilities Usage Report:** Reports for January 26, 2026, through February 22, 2026, were included in the Board Packet for review and discussion.

Reports for February 23, 2026, through March 22, 2026, were included in the Board Packet for review and discussion.

## **NEW BUSINESS**

**Vistas Fitness Center West Walls and Windows:** Remove two (2) walls, footers, update landscape items and remove eight (8) residential windows and frames and replace with eight (8) commercial windows on the West side of the Vistas Fitness Center.

***MOTION by Ms. Miller, second by Mr. Merkovich, to approve the proposal from Service Direct Landscape in the amount of \$13,940.00 with a ten percent (10%) contingency. Carried unanimously.***

***MOTION by Ms. Miller, second by Mr. Merkovich, to approve the proposal from Econ Windows in the amount of \$20,299.00 with a twenty percent (20%) contingency. Carried unanimously.***

**New Resident Personal Trainer Application:** Andera Tedeso, Personal training Instructor.

***MOTION by Mr. Allen, second by Mr. Carneiro, to approve Andrea Tedeso as Personal Trainer for Westbrook Village Association. Carried unanimously.***

## **COMMITTEE REPORTS:**

**Architectural Control Committee:** Minutes of the February and March meeting included in the Board Binders.

**Government Relations:** No February and March meeting

**Information Technology Committee:** No February and March meeting.

**Landscape & Facilities Committee:** Minutes of the February and March meeting included in the Board Binders.

**Long Range Planning Committee:** Minutes of the February and March meeting included in the Board Binders.

**WVA Cornerstone Committee:** Minutes of the February and March meeting included in the Board Binders.

**Personnel Committee:** Job opening for Compliance and Recreation Center Assistant.

**Recreation Committee:** Minutes of the February and March meeting included in the Board Binders.

**Town Hall:** None

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

**WVGC-WVA Joint Meeting:** Minutes of the February and March meeting included in the Board Binders.

## **MANAGERS' REPORT**

The February 2026 and March 2026 report included in Board Binders.

## **FOR THE GOOD OF THE ORDER**

Homeowner thanked the Board of Directors for a great meeting and appreciated all their work. Welcome to the new Board of Directors members.

The Democratic Legislative District 28 will be meeting in the Lakes Ballroom on Tuesday, May 19, 2026.

**Next Meeting** – Wednesday, May 6, 2026, 9:00 am at FALC.

There being no further business to come before the Board, the Meeting was adjourned at 10:31 a.m.

Barbara Peot, Minute Keeper