

**Approved November 2, 2022
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
October 5, 2022**

MINUTES

PRESENT: Amy Miller, Jerry Johnson, Kim Mraz, Steve Merkovich (Board Members)
Karen Jones (General Manager)
Susan Fabian (Asst. General Manager)
Jan Lawlor (Recreation Center Manager)
Jesse LaPlaca (Facilities Manager)

ABSENT: Michael Greene, Gary Harmann, Max Allen

HOMEOWNERS: Fourteen (14)

HOMEOWNER FORUM

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

PLEDGE OF ALLEGIANCE

Homeowners in attendance were asked to stand for the Pledge of Allegiance.

CALL TO ORDER

Amy Miller, President, called the October Board Meeting to order at 8:04 a.m.

CONFIRM QUORUM

Ms. Miller confirmed there was a quorum of Board Members with four Directors in attendance.

MINUTES – September 7, 2022

Corrections are made as requested, and the Minutes resubmitted for file.

MOTION by Mr. Johnson, second by Mr. Merkovich, to approve the Minutes of the September 7, 2022 Meeting as amended. presented. Carried by unanimous vote of the members in attendance

TREASURER'S REPORT

The August 2022 Financials were included in the Board binders for review and discussion.

MOTION by Mr. Merkovich, second by Ms. Mraz, to accept the August 2022 Treasurer's Reports and Financial Reports as presented, subject to audit. Carried by unanimous vote of the members in attendance.

UNFINISHED BUSINESS

Vistas Pool Update: Ms. Jones and Mr. LaPlaca provided an update on the project indicating work is on schedule. Plumbing is complete, gas lines are installed. Shotcrete will start next week. Lights are in.

Facilities Usage Report: Reports for the August 30 through September 25, 2022 included in the Board Packet for review and discussion.

#4190006 – Window Shutters Review of Board of Directors Appeal Denial: Homeowner was in attendance to present his appeal, stating he had sent a survey to Homeowners in Lakeview Estates.

Of the 30 responses, all agreed the shutters are an enhancement to the community and should be allowed to remain. He is requesting a variance and a change to the Standards.

The original motion to deny the appeal was made by Mr. Johnson with a second by Mr. Merkovich. Both indicated they would stand by their original motion. The denial stands.

NEW BUSINESS

FALC Audio/Video System: 5 Words Media has presented a bid in the amount of \$26,152.17. This bid has been reviewed and approved by the Ways and Means Committee; there was \$25,000 budgeted for this improvement.

MOTION by Mr. Johnson, second by Mr. Merkovich, to approve the bid from 5 Words Media in the amount of \$25,152.17 for the FALC Audio/Video System. Carried by unanimous vote of the members in attendance.

FALC Flooring: Bids were obtained from Cranmore Flooring (\$27,598) and Floors N More (\$26,284). The Ways & Means Committee has reviewed both bids and they are recommending acceptance of the bid from Cranmore Flooring in the amount of \$27,598.

MOTION by Mr. Merkovich, second Ms. Mraz, to accept the bid from Cranmore Flooring in the amount of \$27,597.59 for the FALC flooring upgrade. Carried by unanimous vote of the members in attendance.

PAC Request for 5 Free Additional Guest Passes: PAC currently has ten free guest passes per year and they are requesting five additional free guest passes. PAC is the only group in WVA that has free guest passes. Bill Wolf, PAC, provided information on why these additional passes are needed. He stated that without these additional passes, PAC will have to limit what they are able to do. He added it is not an option to ask the PAC members to use their own punch cards to bring in outside performers, nor do they want to pay \$50 per year to purchase the additional guest passes.

MOTION by Mr. Johnson, second by Ms. Mraz, to authorize the general manager to work with PAC to resolve this issue for an additional five performer guest passes in the amount of \$50 each to be managed by PAC and reused. Carried by unanimous vote of the members in attendance.

COMMITTEE REPORTS

Architectural Control Committee: Minutes of the September meetings were included in the Board Binders.

Government Relations: Report on recent GM Coffee which was attended by several City Officials. There was discussion on crime statistics in the area; it was pointed out that WVA is a very safe community. The foil packets that have been found on the property have been tested and are not drug-related. Homeowners are encouraged to be diligent and to report suspicious vehicles and incidents.

Information Technology Committee: No Report

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

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

WVA Cornerstone Committee: Minutes of the September meeting were included in the Board Binders. There will be a fund-raiser at Famous Dave's, and the Committee will be selling bratwurst at the upcoming Home and Garden Show.

Personnel Committee: No meeting in September

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

Town Hall: No Meeting in September

Ways and Means Committee: Minutes of the September meeting and the Delinquency Report were included in the Board Binders. CPI is 8.3% meaning assessments will likely be increased to \$748. .

WVGC-WVA Joint Meeting: Minutes of the September meeting were included in the Board Packet.

MANAGERS' REPORT

The **General Manager's** Report was included in the Board Binder for the month of September; Ms. Jones provided clarification as requested. Report included reports from the Architectural Control Committee, Resale Department, Compliance Department, Recreation Centers Manager, Facilities Manager and Landscape Company.

FOR THE GOOD OF THE ORDER

- WVA is sponsoring both Mayoral Candidates with one scheduled for October 11 and one scheduled for October 17. Time for both is 10:00 a.m. to noon.
- There is an upcoming event for Breast Cancer on October 16, 2022, 6:00 p.m.

Next Meeting – Special Board of Directors Budget Meeting, October 25, 2022, 8:00 a.m., FALC The next regular Board Meeting will be Wednesday, November 2, 2022, 8:00 a.m., FALC

There being no further business to come before the Board, the Meeting was adjourned at 9:29 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE