

Approved September 6, 2023
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
July 5, 2023

MINUTES

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

ABSENT:
HOMEOWNERS:

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 were asked to stand for the Pledge of Allegiance.

CALL TO ORDER

Amy Miller, President, called the June Board Meeting to order at 8:00 a.m.

CONFIRM QUORUM

Mr. Allen confirmed there was a quorum of Board Members with all Directors in attendance.

MINUTES –June 7, 2023

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

MOTION by Mr. Greene, second by Mr. Johnson, to approve the Minutes of the June 7, 2023 meeting as amended. Carried unanimously.

TREASURER'S REPORT

The May 2023 Financials were included in the Board binders for review and discussion.

MOTION by Mr. Johnson, second by Mr. Greene, to accept the May 2023 Treasurer's Reports and Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

UNFINISHED BUSINESS

Vistas Pool Update: Mr. LaPlaca reported there are a few minor issues still to be addressed and then the inspection will be done and the pool can be opened.

Facilities Usage Report: Reports for May 25 through June 25, /2023 were in the Packet for review and discussion.

Employee Retention Tax Credit (ERC): The Association will receive about half of the refund within a week. Ms. Jones will continue to work with the Treasurer, Ways and Means and the Accountants Tax Accountants to determine how to handle the income. The Association applied for \$444,579; the first check is \$148,629 with the second check being \$122,443.

Pickleball Court Usage Tabled from June 7, 2023:

MOTION by Mr. Johnson, second by Mr. Allen, that due to provisions in the CC&Rs sports leagues are not allowed to conduct organized practices, lessons, and tournaments on WVA common areas, including but not limited to pickleball, tennis, bocce ball, horseshoes, cornhole and swimming pools. Additionally, the board will authorize the attorney to draft a policy that reaffirms this action to be voted on at the September meeting. Motion carried with Mr. Merkovich abstaining.

Pickleball Schedule: four courts will always be earmarked for open play. During club play the paddle reservation system will be used. The schedule is posted on the Pickleball website but not on the HOA website.

MOTION by Mr. Merkovich, second by Ms. Mraz, to keep four Pickleball courts available for Resident Open Play at all times, to include the paddle stacking procedure. Carried unanimously.

NEW BUSINESS

Horseshoe Pits/Cornhole Update: Ms. Jones provided an update on the Horseshoe Pits/Cornhole courts.

MOTION by Mr. Greene, second by Mr. Johnson, to approve the SDL contract in the amount of \$33,720 for turf removal, grading and installation of the horseshoe pits and cornhole with the contingency approval not to exceed \$16,800 for a retaining wall if necessary. Carried unanimously.

The Golf Course will be contributing \$4,000 to this project.

Ballroom Dance Instructor Approval:

MOTION by Mr. Allen to approve the non-resident instructor agreement for Ball Room Dancing. Instructor is Pamela Burton. Second by Mr. Merkovich. Carried unanimously.

Proposed Standard Amendment to Courtyard/Front Entry Cover:

MOTION by Mr. Johnson, second by Mr. Merkovich, to send Item VIII.C., Standard Amendment to Courtyard/Front Entry Cover, back to the Architectural Control Committee for further discussion and development. Carried unanimously.

Westbrook Commons Concept and Proposal: Ms. Miller reviewed the concept and plans.

MOTION by Mr. Johnson to accept the concept and proposal for the Westbrook Commons at a cost not to exceed \$30,000. Second by Mr. Allen. Carried unanimously.

COMMITTEE REPORTS

Architectural Control Committee: Minutes of the June meeting(s) were included in the Board Binders.

Government Relations: Mr. Johnson reported additional public safety officers for schools were approved at the last City Council meeting.

Information Technology Committee: Meeting in June – discussed audio/visual equipment needs for the Vistas Pool. All of the equipment new has been installed in the FALC.

Landscape & Facilities Committee: Minutes of the June meeting(s) were included in the Board Binders.

Long Range Planning Committee: The next meeting is scheduled for September 2023.

WVA Cornerstone Committee: Minutes of the June meeting(s) were included in the Board Binders.

Personnel Committee: No Meeting/No Report

Recreation Committee: Minutes of the June meeting(s) were included in the Board Binders.

Town Hall: No Meeting/No Report

Ways and Means Committee: Minutes of the June meeting(s) were included in the Board Packet.

WVGC-WVA Joint Meeting: Minutes of the June meeting(s) were included in the Board Packet.

MANAGERS' REPORT

The **General Manager's** Report was included in the Board Binder with clarification provided by Ms. Jones. 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

There will be no Board Meeting in August, 2023.

Four additional wireless microphones were obtained for the Lakes.

Question about the amount of grass in the ponds and why the fountain is not working. If you see someone fishing in the ponds, notify the golf course. Additional problems may be caused by the pumps not working.

Next Meeting – Wednesday, September 6, 2023, 8:00 a.m.

There being no further business to come before the Board, the Meeting was adjourned at 10:40 a.m.

Respectfully submitted,

Jody Brown, Recording Secretary

MINUTES & MORE