

Approved January 3, 2024
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
December 6, 2023

MINUTES

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

ABSENT:

HOMEOWNERS: Full House

HOMEOWNER FORUM

Homeowners are given the opportunity to address the Board about 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 December Board Meeting to order at 8:05 a.m.

CONFIRM QUORUM

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

MINUTES – November 1, 2023

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

MOTION by Mr. Greene, second by Mr. Johnson, to approve the Minutes of the November 1, 2023, meeting as amended. Carried unanimously.

TREASURER'S REPORT

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

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

UNFINISHED BUSINESS

Facilities Usage Report: Reports for October 23 through November 26, 2023, were in the Packet for review and discussion.

Employee Retention Tax Credit (ERC): No update, but the government indicates the additional two payments will be received.

Horseshoe Pits/Cornhole Update: Horseshoe pits are completed; stakes and sand are in and backboards will be placed. Cornholes should be received no later than December 18, 2023.

Horseshoes and cornhole bags can be checked out for use by presenting the WVA PID at the Lakes Recreation Center Lobby. PIDs will be returned to the resident when Horseshoes and cornhole bags are turned back in.

City of Peoria Turf Conversion Grant: A decision should be received by mid-month. The amount will be about \$13,000.

Ms. Miller announced there was an amended Agenda

Westbrook Commons: Rising Phoenix statue has been installed and looks beautiful. It was suggested a light be installed.

NEW BUSINESS

Discuss changing all Committee Meeting times to 9:00 a.m.:

MOTION by Mr. Allen, second by Ms. Mraz, to move all Board and Committee meetings to a 9:00 a.m. start time, effective January 1, 2024. Carried unanimously.

Reserve Study Update Proposal: The Reserve Study is due for update. Cost of the Study has increased to \$9,700, a significant increase.

MOTION by Mr. Greene, second by Mr. Johnson, to approve the expenditure of \$9,700 for the Reserve Study, payable from the Association Reserves. Carried unanimously.

Annual Tree Installation Proposal: SDL has submitted a bid of \$14,840 for the replacement of trees. Reviewed and recommended for approval by the Landscape & Facilities Committee.

MOTION by Mr. Greene, second by Mr. Merkovich, to approve the proposal from SDL for the replacement and staking of trees and Saguaros in the amount of \$14,840. Carried unanimously.

COMMITTEE REPORTS

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

Government Relations: No Report; there is a meeting scheduled for next Tuesday night.

Information Technology Committee: No meeting in November.

Landscape & Facilities Committee: Minutes of the November meeting included in the Board Binders. To date for this year there is an 18% savings in water and water expense.

Long Range Planning Committee: Minutes of the November meeting included in the Board Binders. The next meeting is scheduled for January 2024.

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

Personnel Committee: No Meeting in November

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

Town Hall: No Meeting in November

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

WVGC-WVA Joint Meeting: Minutes of the November meeting included in the Board Binders. The water contract was renegotiated at this time, going from 67-acre feet to 62-acre feet; the contract has been signed by Ms. Miller and has been forwarded to the Golf Club for their signature.

MANAGERS' REPORT

The General Manager's Report was included in the Board Binder with clarification provided by Ms. Jones. The General Manager's Report includes reports from the Architectural Control Committee, Resale Department, Compliance Department, Recreation Centers Manager, Facilities Manager and Landscape Company.

FOR THE GOOD OF THE ORDER

- The Posse has extended their hours of operation into the evening.
- Thank you to the Staff and General Manager for the holiday cookies. Happy Holidays to everyone.

Next Meeting – Wednesday, January 3, 2024, 9:00 a.m. The Annual Meeting is scheduled for March 20, 2024.

There being no further business to come before the Board, the Meeting was adjourned to Executive Session at 8:47 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary

MINUTES & MORE