APPROVED JANUARY 8, 2025
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS MEETING
December 4, 2024

MINUTES

PRESENT: Amy Miller, Max Allen, Marcy Reneau, Bruce Garrison, Tim Davis, Steve Merkovich, Bob Carneiro (Board Members)
Karen Jones (General Manager)
Jody Snider (Asst. General Manager)
Sean Gorenstein (Facilities Manager)
Denise Murphy (Recreation Centers Manager)

ABSENT:

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
Amy Miller, President, called the December Board Meeting to order at 9:00 a.m.

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

MINUTES – November 2024
If corrections are needed, they will be made as requested, and the Minutes resubmitted for file.

MOTION by Mr. Carneiro, second by Mr. Allen, to approve the Minutes of the November 6, 2024, meeting as presented. Carried unanimously.

TREASURER'S REPORT
The October 2024 Financials were included in the Board binders for review and discussion.

MOTION by Mr. Garrison, second by Mr. Allen, to accept the October Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

UNFINISHED BUSINESS
Facilities Usage Report: Reports for October 28 through November 24, 2024 were included in the Board Packet for review and discussion.

Vistas Pool Update: Ms. Jones reported she will meet with Cal-Pools following this meeting to discuss their findings; this information will be relayed to the Board of Directors.

Resident Guest Pass Ad Hoc Committee: Ad Hoc Committee recommendation to the Board included in the Board Packet for review and discussion.

MOTION by Mr. Allen to adopt the Policy as recommended by the Guest Pass Ad Hoc Committee, effective immediately. Second by Mr. Davis. MOTION and second withdrawn; issue to be returned to the Recreation Committee for discussion at their next meeting.

Club Guest Pass Update: To be discussed further at the next meeting.

NEW BUSINESS
Club Bylaws Update: Redline document included in the Board Binders for review and discussion. Recommended revisions reviewed by Bill Wolf. The document has also been reviewed by the Association's attorney, and their recommended revisions are in blue.

MOTION by Mr. Allen to approve the changes to the Club Policy. Second by Ms. Reneau. MOTION and second withdrawn. This issue to be sent to Club Presidents for further review and discussion.

New Homeowner Survey Questions and Letter: Included in the Board Binders for review and discussion with a review of the development of the Survey given by Mr. Merkovich.

MOTION by Mr. Garrison to approve the Survey and letter as written. Second by Mr. Allen. Carried unanimously.

Survey to be sent to New Homeowners (as of January 1, 2023) after January 10, 2025.

Candidates Forum Discussion: Ground Rules and Sample Questions for Candidates Night included in the Board Binders for review and discussion. Candidates Night is scheduled for February 3, 2025. This issue will be on next month's agenda for further discussion. There will be one Board Member and two Residents presenting questions to the Moderator. There will be an Open mic.

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

Government Relations: No Report.

Information Technology Committee: No meeting in November.

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

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

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

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

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

Town Hall: Town Hall scheduled for Monday, January 13, 2025, 6:00 p.m.

Ways and Means Committee: Minutes of the November meeting and the Delinquency Reports included in the Board Binders. Mr. Davis will be scheduling a date or dates for future Town Halls. Board Members are asked to submit possible subjects for discussion.
WVGC-WVA Joint Meeting: Minutes of the November meeting included in the Board Binders.

MANAGERS' REPORT
The General Manager's Reports for the month of November are 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 2025 annual assessment billings have been mailed. The 2025 assessment is $795.90 (2.5% CPI increase)

Next Meeting – January 8, 2025, 9:00 a.m. The Landscape and Facilities Committee Meeting will be moved to 1:00 p.m. on January 8, 2025.

There being no further business to come before the Board, the Meeting was adjourned at 11:15 a.m.

Respectfully submitted,
Jody Brown, Recording Secretary
MINUTES & MORE

Approved by Barbara Peot, Minute Keeper