

APPROVED OCTOBER 7, 2026
WESTBROOK VILLAGE ASSOCIATION
BOARD OF DIRECTORS' MEETING
SEPTEMBER 2, 2026
MINUTES

PRESENT: Bruce Garrison, Amy Miller, Bob Carneiro, Joe Bernier, Steve Merkovich, Mark Gittins (Board Members)
Karen Jones (General Manager)
Marcy Reneau (Assistant General Manager)
Sean Gorenstein (Facilities Manager)
Denise Murphy (Recreation Centers Manager)

ABSENT: Max Allen (Excused)

PLEDGE OF ALLEGIANCE

Homeowners were asked to stand for the Pledge of Allegiance.

CALL TO ORDER

Mr. Garrison, President, called the September 2, 2026, Board Meeting to order at 9:00 a.m.

CONFIRM QUORUM

Ms. Miller confirmed there was a quorum of Board Members with six (6) Directors in attendance.

MINUTES – July 1, 2026

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

MOTION by Mr. Carneiro, second by Mr. Merkovich, to approve the Minutes of the July 1, 2026, meeting as presented. Motion passed with Mr. Gittins abstaining as he was not at the meeting.

NO AUGUST MEETING

TREASURERS REPORT

The June 30, 2026, Financials were included in the Board binders for review and discussion.

MOTION by Mr. Merkovich, second by Ms. Miller, to approve the June 30, 2026, Financial Reports, both Operations and Replacement Reserve, as presented, subject to audit. Carried unanimously.

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

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

UNFINISHED BUSINESS

Vista Perimeter Fence: Discussion regarding Vista Perimeter Fence and forming an Ad-Hoc committee to research a design build plan.

MOTION by Mr. Bernier, second by Mr. Gittins, to approve an Ad-Hoc committee and to move forward with Vista's Perimeter Fence design build plan from an Architect with an expenditure up to \$3000.00. The project includes security and access not just Pickleball courts but all of Westbrook Village facilities. Carried unanimously.

Facilities Usage Report:

Reports for June 22, 2026, through July 26, 2026, were included in the Board Packet for review and discussion.

Reports for July 27, 2026, through August 23, 2026, were included in the Board Packet for review and discussion.

NEW BUSINESS

2027 Budget Committee Member Recommendations: 2027 Budget Committee Recommendations.

MOTION by Mr. Carneiro, second by Mr. Merkovich, to approve Paul Schnetzky, Jim Schulz, Deana Manning, and Michael O'Grady to the 2027 Budget Committee. Carried unanimously.

Flag Standard Amended: Amend Flag Standard

MOTION by Ms. Miller, second by Mr. Merkovich to approve the amended Flag Standard as presented. Carried unanimously.

Shade Structure Standard: New Shade Sail and Canopy Sail Device, Residential and Commercial

MOTION by Ms. Miller, second by Mr. Carneiro, to approve the Residential only Shade Sail and Canopy Sail Device Standard as presented. Carried unanimously.

MOTION by Ms. Miller, second by Mr. Bernier, to approve Commercial only Shade Sail and Canopy Shade Device Standard as presented. Carried unanimously.

Patio Cover/Roof Extension Standard (amended 9-2-26)

MOTION by Ms. Miller, second by Mr. Bernier, to approve the amended Patio Cover/Roof Extension Standard as presented. Carried unanimously.

Shade Structure Devices Standard (amended 9-2-26)

MOTION by Ms. Miller, second by Mr. Carneiro, to approve the amended Shade Structure Devices Standard as presented. Carried unanimously.

MOTION by Ms. Miller, second by Mr. Merkovich, to approve the removal of Gazebos Standard. Carried unanimously.

Vote on General Manager Contract Renewal: Renew of General Manager, Karen Jones, contract.

MOTION by Ms. Miller, second by Mr. Merkovich, to approve extending the General Manager Contract for two (2) years as discussed in private meeting. Carried unanimously.

COMMITTEE REPORTS:

Architectural Control Committee: Minutes of the July and August meeting included in the Board Binders.

Cornerstone Committee: Meetings suspended until next fall.

Landscape & Facilities Committee: Minutes of the July meeting included in the Board Binders. No August Meeting.

Long Range Planning Committee: Minutes of the July meeting included in the Board Binders. No August Meeting.

Government Relations: No report

Information Technology Committee: Minutes of the July meeting included in the Board Binders.

Personnel Committee: No report

Recreation Committee: Minutes of the July meeting included in the Board Binders. No August Meeting

Town Hall: No report

Ways and Means Committee: Minutes of the July and August meeting included in the Board Binders.

WVGC-WVA Joint Meeting: No July or August Meeting

MANAGERS' REPORT

The July and August 2026 report included in Board Binders.

HOMEOWNER FORUM

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

FOR THE GOOD OF THE ORDER

Next Meeting – Wednesday, October 7, 9:00 am at FALC.

There being no further business to come before the Board, the Meeting was adjourned at 10:51 a.m.

Barbara Peot, Minute Keeper