

Minutes of the 2024 Annual Meeting  
Westbrook Village Community Association  
Tuesday, December 12, 2023  
4:30 p.m.  
Via Zoom Link

The Meeting was called to order at 4:30 p.m. by Board President Deb Lyford. Board members present : Linda Fetterman, Brian Harpole, Larry McConahy, Don Rinner; Secretary, Sue Harmon.

A quorum of 23 households was present, 21 on Zoom and two proxies correctly submitted, meeting the requirements.

A motion to approve the 2022 Annual Meeting Minutes was put forth, first by Brian Harpole, seconded by Linda Fetterman. and approved as presented.

Budget: Linda Fetterman presented the Budget Report for January through December 2024. Please see attached budget.

Notes on the budget: \$1,700.00 is anticipated on a CD and these proceeds were added to the budget to help defray increased expenses. and keep dues at the same level.

Landscape maintenance costs are up 5% and the budget is adjusted accordingly. Water and snow removal costs remain unpredictable. Any surpluses can be applied to futures costs. Overages may result in special assessments.

The final December 31,2023 financial statements will be put on our website once they are reconciled mid-January, 2024.

2024 Association Dues will remain the same as last year: \$2136 for homes in Blocks 1 and 2, and \$924 for homes in Block 3.

A motion to accept the 2024 budget was made by Ed Hochstein and seconded by Jim Jankowski, and approved by a majority vote.

Notices of Homeowner association dues will be sent to homeowners by our accountant, Michelle Michael.

Jack Bamberg reported that the Association's website is current.

Homeowners concerns about landscape maintenance and snow removal issues will be addressed by a questionnaire in the spring with a followup meeting. Contracts for maintenance and snow removal have been signed for 2024.

Snowfall accumulation of 2 inches on sidewalks will now be the benchmark to call for the snow removal crews as the city requires sidewalks to be cleared within 24 hours of the end of snowfall.

Board Member Nomination and Election: two positions of the Board are open for a two year term. Brian Harpole nominated Linda Fetterman to represent Block 3 and Marva Kelley nominated Larry McConahy for Block 2. There were no other nominations from the floor. Linda and Larry were unanimously voted in for this next term.

The position of Board secretary remains open as Sue Harmon is stepping down.

A request for committee volunteers to plant and maintain the flower pots at the entrances was answered by Deb Lyford, Chata Roberts, Sue Harmon and Don Rinner. Dennis Skinner offered to drive his truck when the committee goes to purchase flowers and supplies.

Chris Beck brought up how the issue of landscaping elements provided by the developer vs. those planted by homeowners is unclear and confusing as to who is responsible for their maintenance, removal and replacement. It was suggested that a form designating responsibilities be included with the sale of homes.

The possibility of Xeriscaping properties and open spaces is a concern of homeowners and will be discussed going forward.

Utility box enclosures have deteriorated. Don Rinner is in communication with the utility companies to determine who is responsible for maintenance and what can be done.

A motion to adjourn the meeting was put forth by Deb Lyford and second by Larry McConahy.