

**Minutes of Crestwood Village Five
Executive Board Workshop
October 3, 2023**

I. Meeting called to order at 10:00 AM

II. Pledge of Allegiance

III. In attendance were Trustees: Betsy Gordon, Karen Pedersen, Nancy Eldridge, Mary Ann Payne, Steve Carroll, Steve Berwanger, Robert Lamb and Cathleen Blackwood, Administrator; Guests: Kelly Crick, Bookkeeper, Mary Jo Layton, Resident

OPEN SESSION

IV. Newly elected Trustees were sworn in by the CV5 Association Notary Public, Kelly Crick:

Steve Carroll

Nancy Eldridge

Robert Lamb

Mary Ann Payne

Karen Pedersen

V. Trustee Officer election and position assignments:

A. The following officers were voted in by the Trustees:

1. President: Steve Berwanger
2. 1st Vice President: Mary Ann Payne
3. 2nd Vice President: Betsy Gordon
4. Secretary: Nancy Eldridge
5. Treasurer: Steve Carroll
6. Sergeant at Arms: Karen Pedersen
7. Trustee at Large: Robert Lamb

B. Trustee Position assignments:

1. Grass Coordinator: Steve Carroll – backup Steve Berwanger
2. Snow Coordinator: Betsy Gordon – backup Nancy Eldridge
3. Communications & Manchester Community Council Rep: Steve Berwanger and backup Steve Carroll (Hilltopics, Website, Electronic Sign and Facebook page)
4. Resident Liaison Reps: Karen Pedersen and Maryann Payne
5. Inspection & Violations & Maintenance Complaints: Mary Ann Payne and Karen Pedersen (weekly)

6. Office Liaison: Nancy Eldridge – backup Karen Pedersen
7. Clubs Liaison and Clubhouse: Betsy Gordon – backup Karen Pedersen
8. Vacancy and HOPA enforcement: Nancy Eldridge – backup Mary Ann Payne
9. ADR Association Rep: Robert Lamb – backup Betsy Gordon
10. Property Modification and Tree Inspections: Steve Carroll and Nancy Eldridge (weekly)
11. Work orders: Steve Carroll – backup Nancy Eldridge

C. The Board of Trustees will collectively handle the Budget, Contracts, and needed Adhoc meetings.

VI. Minutes: Steve Berwanger made a motion to approve the Minutes of meeting of September 19, 2023, Betsy Gordon seconded the motion, all approved.

VII. Report of Officers:

A. Treasury Report:

1. With matured CD's the cash account has increased to over \$600,000. The two matured CD's have been reinvested by UBS as follows:

- a. \$240,000 to Bank Baroda at 5.5% interest to Mature on: 9/27/2024
- b. \$240,000 to Bank Hapoalim at 5.5% interest to Matur on 9/27/2024

2. YTD: Income: \$409,968 – Expenses: \$460,363 = \$50,395 deficit (due to 40K legal fees {of which \$20K was recouped} and Employee Compensation \$20K over budget.)

3. Aug 2023: Income \$198,886 - Expenses: \$200,787 = \$19,002 deficit

4. Combined Reserve: \$2,244,994.

VIII. Administrator Report:

A. A pizza party will be held, October 4th for the Hilltopic delivery volunteers.

B. The CV5 Holiday party will be December 2nd with a tree lighting.

C. Mayor Arace requested to address the CV5 residents. He will be invited to attend the November Open Quarterly Meeting at 7 PM November 3rd. The Executive Board will meet at 6 PM prior to the Open Meeting.

D. Seniors may register for a Thanksgiving Dinner supported by Compass 82. An article will be published in the November Hilltopics.

E. Inspection of vacant units are completed by CV5 maintenance to check for mildew, gutters etc. Pictures are taken. Invoices to correct problems, are sent to the homeowners.

IX. Trustee Reports:

A. Betsy G reported:

1. Inquired about a resident request for inside pickleball. The resident has been invited to attend an Executive Workshop to discuss her request with the Board.

2. Discussed the Holiday Decorating Contest. Board agreed. The contest will be published in the Hilltopics.

3. Discussed the status of the new vent in the kitchen. Bids have been solicited.

B. Steve B reported:

1. The new vendor, Senior Community Media requires a deadline of the 13th of each month for Hilltopics submissions. They will provide 24 pages (30 for elections), 6 color (front back and center always), extra color is \$60 per page (must have 2 pages). Contract includes revenue sharing which equates to \$300 per month paid to CV5. Revenue sharing can pay for a new web page in the future. The new website will include text and mail blasts. Currently, telephone blasts system has not been effective. Robert L suggested having a volunteer assist to help in Hilltopics.

2. Manchester Community Council Meeting notes:

a. As there is an uptick in Property Values another Assessment will be applied by the Township.

b. CPR training is offered at CV5 every 1st Saturday of the month and Tech Services training is offered every 2nd Saturday. Other Villages have started to offer this service.

c. JCPL was the lowest bid for electric service. The Township will research again in January or February. Residents are advised not to sign with any third party at this time.

3. Steve B suggested re-negotiating with John's Landscaping for Snow and Grass.

C. Mary Ann P reported: On November 30th, CV5 will provide a bus trip to Columbus Market (in place of the trip to Freehold Mall). Residents must sign up at the Clubhouse.

D. Karen P reported:

1. A feral cat from Canton was neutered. Karen thanked the Association for supporting the TNR Program.

2. At the MCC Meeting, Judy Noonan announced the group called On Point that can help with disruptive neighbors.

E. Steve C reported the Grass Contract calls for 20 cuts and only 11 were completed this year to date. Also, fertilizer was included and has not been applied.

F. Nancy E reported the State has again requested two documents that were previously submitted.

g. Robert L reported:

1. Inquired if there is a threshold for bids. Currently there is no assigned threshold.

2. Robert L suggested re-negotiating with Manchester Township regarding snow removal.

Meeting Adjourned: Nancy Eldridge

