

**Minutes of Crestwood Village Five
Executive Board Workshop
November 28, 2023**

OPEN SESSION:

- I. Meeting called to order at 10:00 AM with Pledge of Allegiance.

- II. In attendance were Trustees: Betsy Gordon, Karen Pedersen, Nancy Eldridge, Mary Ann Payne, Steve Carroll, Steve Berwanger, Robert Lamb and Cathleen Blackwood, Administrator; Guests: Mark Poyner

- III. Minutes: Steve B made a motion to accept the Executive Workshop Minutes of 14 November 2023 and Betsy G seconded. All Approved
Mary Ann P made a motion to accept the minutes of the Quarterly Open Board of Trustee Meeting on November 13, 2023, Steve C seconded, Robert Lamb abstained due to his absence, all others approved.

- IV. Administrator Report:
 - A. The Ceramic Club presented additional information on the quote for a new kiln = \$3,783 (includes delivery). The Ceramic Club has offered \$1,000 toward the purchase and offered to pay for the electrical installation, approximately \$200. The Association will pay the remaining cost of the kiln = \$2,783.
 - B. Cathleen B and Jessica Sloan met with Marcus LeRiche of Stanley Contracting to update the chargeable and non-chargeable work orders lists. The revised lists will be emailed and/or copies will be provided to the Trustees. The updated Lists will be published in the Hilltopics, the Website and the Official Facebook page.
 - C. The Clubs will be requested to clean up their cabinet spaces during December and January.
 - D. Pictures of the damaged roof underlay were reviewed by the Trustees. Whitman Roofing had replaced the damage.
 - E. A \$300 check was received from R & K, Senior Community Media for the revenue sharing of the Hilltopics.
 - F. The Santa Claus costume has not been found, however, a resident volunteered for the Holiday party and will supply the suit.
 - G. The Residents' Club has offered to pay for an entranceway rug with Welcome to Crestwood Village Five, estimated at \$400.
 - H. Inquiries have come in regarding pickleball. At this time, the Association will focus on the new floor. The Board is concerned with taping up the new floor.
 - I. Betsy G made a motion to dedicate the new Library to Elaine Avallone, former CV5 Receptionist who passed away last week. Steve C seconded the motion and all approved.
 - J. On 19 December, 12:00 noon a pot luck luncheon with all employees will be held at the Clubhouse. The new Library will be dedicated to Elaine Avallone at that time.
 - K. Mayor Arace will attend a Meet and Greet for all residents at 2:00 PM on December 19th.

- V. Officers Reports:
 - A. President Report:

1. The Artist Guild will hold an Art Show in the B/C Room on December 16th.
2. Use of Cable TV does not require a separate licensing agreement. Three vendors have been contacted regarding movie licensing:
 - a. ASCAP only handles music.
 - b. Swank requires \$300 per movie, plus a commission of the box office intake.
 - c. MPLC has an umbrella license for all studios, Disney, Universal etc. for an annual fee of \$2,289 which will increase in 2024 to approximately \$2,400. Mark Poyner will present this to the Residents' Club.
3. The Manchester Community Council Meeting met at CV5 on Monday, November 27th.
 - a. Jeffrey Moran, of the Surrogate Office discussed Elder Law and Estates, e.g. pitfalls of probate, recommendation of Wills, and Medicaid 5 year lookback.
 - b. Judy Noonan, Manchester Legislative Representative is setting up a workshop on January 10, 2024 at 10 AM at the Community Center in Manchester. An Attorney will present the Radburn Act. Attendance is by invitation, 2 people per Association. Steve B and Steve C will attend.

B. Treasurer Report: the Ocean First Account has been closed and the money reinvested. The escrow account must be closed by the former Treasurer. Escrow money will be sent to the new homeowner.

VI. Trustee Reports:

- A. Karen P advised inspections will be conducted at 9:30 AM on Thursday.
- B. Robert Lamb advised there will be an ADR meeting on Thursday at 2:00 PM.
- C. Mary Ann P. advised that since Stouts bus service has not provided ridership information, Trustees Betsy G, Nancy E, Mary Ann P, and Karen P will take trips for observation.
- D. Nancy E reported that the drapery fabric for the stage backdrop has shipped and should arrive this week.
- E. Steve C reported that John's Landscaping will do the gutter cleaning and the last clean up around December 15th.

Nancy Eldridge
Secretary