

**Minutes of Crestwood Village Five
Executive Board Workshop
December 12, 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, Absent: Cathleen Blackwood, Administrator; Guests: Resident, Ed Kirkwood; Mark Poyner, Treasurer, ADR Committee: Ronnie Coppola, Dolores Johnson, Dottie Caswell

- III. Minutes: Steve C made a motion to accept the Executive Workshop Minutes of 5 December 2023 and Betsy G seconded. All Approved,

- IV. Report of Officers
 - A. President Report:
 1. The ADR Committee will arrive at 10:30 to present their findings in the Closed Session.
 2. A new password is needed for the AV System TV hookup System.
 3. The Hilltopics publisher has an absolute deadline of the 15th of each month. If the 15th falls on a weekend, the articles must be submitted to the publisher by Friday.
 - B. Treasurer Report: Steve C reported the Year-to-Date Reports show a variance of \$88,360 of expenses over income. Expenses include, legal fees, increase in salaries, sales tax and office expense. It is expected that \$21,817 of the legal expenses will be recouped. The variance was not unexpected, as the budget was prepared before the insurance increase and the increase in salary includes the custodial salaries which are deducted from the Maintenance Contract. Expenses are not always evenly disbursed and may come due before the evenly disbursed Income resulting in monthly variances.

- V. Unfinished Business:
 - A. Steve C updated the Unfinished Business spreadsheet.
 - B. Betsy G reported that the larger kitchen sink replacement project has changed to the installation of a higher faucet to accommodate larger pots. The sink can be removed from the unfinished business spreadsheet.
 - C. Mary Ann P reported the Stout Bus Service Review will be placed on hold until after the New Year.
 - E. Mark Poyner mentioned that the Residence Club will discuss the Movie License Agreement at the Resident Club Meeting at 7:00 PM tonight.
 - F. Nancy reported the Backdrop curtain fabric has arrived and the Project has begun.

- VI. New Business:
 - A. Steve Carrol will contact John's Landscaping for a status on the Gutter and Downspout Cleanings and last cleanup.
 - B. Friday at 6:00 the Trustees will meet at the Clubhouse for the Holiday Decorating Judging. Judging will conclude with a Most Creative, Most Traditional and Honorable Mention.

Mark Poyner and Ed Kirkland departed the meeting at 10:30.

Meeting adjourned at 11:35

Nancy Eldridge
Secretary