

**Minutes of Crestwood Village Five
Executive Board Workshop
January 2, 2024**

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 Berwanger, Robert Lamb, Cathleen Blackwood, Administrator; Absent: Steve Carroll, Guests: Resident, Ed Kirkwood; Mark Poyner, Resident Club Treasurer

- III. Minutes: Betsy G made a motion to accept the Executive Workshop Minutes of 19 December 2023 and Karen P seconded. All Approved.

- IV. Report of Officers
 - A. Treasurer Report: Steve B reported in Steve C absence. No change to report of last meeting.

- V. Administrator's Report:
 - A. Michelle requested the use of the Main Hall to provide private lessons. Michelle gives group dance lessons on Tuesdays in the Main Hall for a fee of \$5 per person. The Board declined the use of the Main Hall for private lessons.
 - B. CV5 will host an HOA meeting on Feb 21, 2024 at 10:00 AM. All Trustees are invited. Invitations included: CV 1 - 7, Cedar Glenn Lakes, Country Walk, Pine Ridge, Reserve, Renaissance, Leisure Knoll, Leisure Ridge, Leisure Village West.
 - C. CV5 is recruiting for a receptionist. Interviews will begin tomorrow.

- VI. Unfinished Business:
 - A. The following items of unfinished business have been completed.
 1. The entranceway mat has been installed.
 2. The Backdrop curtain is installed.
 - B. New Status of Unfinished Business.
 1. Awaiting quotes for Main Hall flooring.
 2. Kitchen Faucet has not been purchased.
 3. Kitchen Vent is scheduled to be installed on Jan 10th.
 4. Steve C will review Covenants and proposed Bylaws.
 5. New quotes for Electrical Panel installation. Timing was discussed regarding priority of electrical panel vs flooring. Decision will be made after quotes received.

- VII. New Business:
 - A. Lights have been installed by Kitchen Counter.
 - B. Doors were removed and lights installed for new freezer.
 - C. Care must be taken when placing items under the Kitchen sink area. There was damage to the Tester installed by Ocean County Health Department and it had to be replaced.
 - D. Steve B reported responses were coming in for the Mascot Name Contest.

E. Firewise: CV6 intends to spend their check on removing or trimming the Ash trees that do not bloom on top. They have offered the name of their contractor. There will be further discussion after the CV5 Grant is received.

F. Mark Poyner will discuss holding a Super Bowl Party on Feb 11th with the Resident Club. A custodian will be needed. If approved, the Event will be published in the Hilltopics, the Electronic Sign, the Facebook Page, the CV5 website and flyers can be distributed if needed.

G. Dates to Remember:

1. 1/11 - Christmas Tree pickup
2. 1/16 - Bulk Pickup
3. 1/17 - Veterans Lunch

H. Steve B requested emails of all the Club Managers to be able to inform them of Clubhouse closings quickly.

I. Maryann P, Nancy E and Cathleen B will be absent from the 1/9/24 meeting. Karen P will take the minutes.

Ed Kirkwood and Mark Poyner departed the meeting at 10:45 AM.

Meeting adjourned at 11:30 AM

Nancy Eldridge
Secretary