

**Minutes of Crestwood Village Five  
Executive Board Workshop  
January 30, 2024**

OPEN SESSION:

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

II. In attendance were Trustees: Karen Pedersen, Steve Carroll, Nancy Eldridge, Steve Berwanger, Robert Lamb, Cathleen Blackwood, Administrator; Absent: Betsy Gordon and Mary Ann Payne; Guests: Residents, Ed Kirkwood, Julie Velez, Resident Club President; Mark Poyner, Resident Club Treasurer

III. Minutes: Steve C made a motion to accept the Executive Workshop Minutes of January 23, 2023 and Robert L seconded. All Approved.

The Radburn Act requires that Open Meeting minutes be accessible to all residents prior to the next meeting whether approved by Board or in draft form. When minutes are completed, they are forwarded to Board members by email for approval. If the minutes are approved by Board members and received by the President, they will be posted before the next meeting. If the minutes have not been reviewed by the Board, they will be posted as a draft prior to the next meeting and will be re-posted when approved.

IV. Report of Officers:

A. President Report:

1. The Radburn Briefing on Jan 26th highlighted areas of the Radburn Act, e.g.

a. Good Standing requirement for voting. An HOA must notify residents who are not in Good Standing at least 30 days prior to election or voting and notification of the Alternate Dispute Resolution process. Residents must be in Good Standing at least 5 days prior to the Election or vote. Steve B suggested that all violation letters include the Good Standing requirement along with the notification that the resident may request an ADR.

Question: Mark Poyner suggested that the 5-day requirement be included in the Election notifications.

b. Code of Ethics requirement for Board Members. Steve B suggested to add the Code of Ethics requirement to the Bylaws and have newly elected Trustees sign the Code of Ethics when they sign their oath of Office.

2. A request was made by one resident on the Official CV5 Facebook Page to expand the Clubhouse hours. Residents were requested to respond with their interest, no one responded.

Question/Note: Mark Poyner suggested the hour change request be added to the agenda for the Open Quarterly meeting.

3. Steve B suggested streaming the February Open Quarterly meeting as a test. Streaming can be done with an iPad.

Question/Note: Mark Poyner mentioned that he uses Stream Labs and Facebook Live.

B. Treasurer Report: The January report is not completed. No change from the December report. Robert L asked if accounts are ear-marked for specific projects. Steve B advised that Projects to not have separate accounts.

## V. Unfinished Business:

### A. Steve C updated the project list.

1. The Bylaw changes have been distributed to the Board for Review. Steve C will include Radburn Law provisions for 10% negative voting regarding elections and bylaw votes. Bylaws should have an annual review. The Covenants are pending until Bylaws are approved.

Question: Mark Poyner inquired if the Election committee followed Radburn requirements. Response: The election committee did follow Radburn but also received guidelines from the Department of Consumer Affairs; e.g. Proxy Votes. Robert L mentioned that an argument could be made that multiple units can be covered under one proxy. However, Radburn requires that each unit be in Good Standing.

Question: Mark Poyner asked when the new Election Committee will be appointed. Response: No date is set for appointments.

2. Flooring: American Flooring will submit an invoice for a deposit prior to purchasing materials. Installation is expected to be completed in 5 days. A schedule will be made to avoid interference with Dances, Bingo and the Flea Market.

3. The new Kitchen Faucet will be picked up today.

4. Stouts Bus Route: Question: Mark Poyner questioned the church routes on Sundays. He was advised that the routes are being revamped and he should speak with Mary Ann P regarding Sunday routes and schedules.

5. Cath B and Karen P will shop for new Lobby furniture.

6. Electric Sign - An appointment will be made with Sign vendors to obtain quotes for a new sign. Question/Note: Mark Poyner has sent an email to K C Signs for a Board presentation.

7. Movie Nights: The License Certificate has been received. The \$2400 fee is annual. Charges for food may cover next year's fee.

Question/Note: Julie Velez asked about process for obtaining the movies? Response: Movies can be streamed from an iPad or DVD's can be rented. Steve B will provide a list of Production Companies included in the License and restrictions. CV6 shows movies monthly (every 2nd Friday).

## VI. New Business:

A. Steve B reported that tomorrow is the last day for Gentle Strength due to lack of attendance. Sessions will be available at CV6.

B. Nancy E reported that the Firewise Grant Check was received for \$4,000. A Firewise Committee meeting will be held in March to discuss the 2024 Firewise program. Nancy suggested that the Fire Warden be invited to speak at a Resident Club meeting. CV5 Grant funds will be used to continue to remove dead trees and brush from our Common areas.

C. Weight Watchers Program did not receive enough interest. WW requires 40 members. Question/Note: Julie Velez suggested initiating a CV5 healthy eating program. Response: There is a scale available for resident use.

D. Nancy Reported a Bocce meeting will be scheduled for April 8th at 6:00 PM to include all Bocce Leagues, Mixed, Men's and Travel. A Bocce article will be submitted by Feb 15th for the March Hilltopics.

E. Cath B reported that Hilltopic deliverers will receive a notice asking them to report the addresses where the paper chutes are filled. The office will send those residents a request to empty their chutes or they will be emptied by the Association.

Meeting adjourned at 12:20 PM.  
Nancy Eldridge  
Secretary