

**Minutes of Crestwood Village Five  
Executive Board Workshop  
February 13, 2024**

OPEN SESSION:

- I. Meeting called to order at 10:00 AM with Pledge of Allegiance.
- II. In attendance were Trustees: Betsy Gordon, Mary Ann Payne, Steve Carroll, Nancy Eldridge, Steve Berwanger, Cathleen Blackwood, Administrator; Absent: Robert Lamb and Karen Pedersen; Guests: Residents, Ed Kirkwood and Mark Poyner
- III. Minutes of 6 Feb 2024 meeting were approved at the Open Quarterly Meeting on 12 Feb 2024.

IV. Report of Officers:

A. President Report:

1. At the Open Quarterly meeting a resident requested that the Storm drains be cleaned out. Also, the drain in the Common area at the end of Deerfield repeatedly needs cleaning. The Stanley contract covers the storm drain cleaning. Cathleen B will contract Stanley Contracting.
2. The Stanley Contract also calls for clean up of hazardous brush and debris in Common Areas. Cathleen B will set up a schedule for the clean ups.
3. The Open Quarterly meeting was streamed using Steve B's personal iPad with 19 people on-line. In the future, the office iPad will be used.

B. Treasury Report: No Change from Quarterly Meeting report.

V. Administrator Report:

- A. The Firewise Bulletin Board will be moved down to make room for the Veteran pictures.
- B. A Bulletin Board enclosure was previously used to prevent items from being removed. Cathleen B will look into it.
- C. Request was made to Robert L to look into outsourcing of the CV5 election. The Department of Consumer Affairs does not have resources. Nancy E suggested, perhaps the HOA Leadership group can provide assistance.

Question/Ed Kirkland: What is the status of the new Mainhall Floor? CV6 will be shutting down for renovations. R/ The floor is on order. Betsy G reported that CV6 will be closed from March 29 - April 6th).

VI. Trustee Reports:

A. Nancy reported information shared at the Open Meeting, e.g. Firewise, HOPA requirements, Open Meeting and Bocce Meeting.

B. Steve B reported:

1. Discussed Call blast issues and need for updated information for home phones, cell phones and emails. Cathleen B suggested a form be inserted in the Hilltopics.

2. Discussed recent water break in a resident's yard. Cathleen B explained that the Township denied responsibility and the issue was the responsibility of the homeowner. Betsy G asked about the process for homeowners when a water break occurs. Homeowners may call the office for assistance to contact the appropriate resources.

VII. Old Business:

A. The main hall floor has been ordered.

B. The Bylaw changes have been updated and will be reviewed.

C. The President, Treasurer and Administrator will meet on February 23rd to set up a preliminary budget for review by the Board.

D. Steve B requested Board members consider CV5 needs for an updated Website, such as

1. Fillable forms with interface to the office computer system. (TOPS may need an upgraded for integration)
2. Ability to process payments
3. FAQs

E. Betsy G suggested a phone call be made to residents before Maintenance arrives for a workorder.

Ed Kirkland and Mark Poyner departed the meeting at 11:15.

Meeting adjourned at 12:00.

Nancy Eldridge  
Secretary

