

**Minutes of Crestwood Village Five  
Executive Board Workshop  
September 10, 2024**

OPEN SESSION:

- I. The Meeting was called to order at 10:00 AM with Pledge of Allegiance.
- II. In attendance were Trustees: Steve Berwanger, Nancy Eldridge, Betsy Gordon, Steve Carroll, Mary Ann Payne, Karen Pedersen, Ed Kirkwood, Administrator Cathleen Blackwood; Absent: Robert Lamb
- III. Mary Ann P made a Motion to accept the minutes of the Executive Workshop of August 27, 2024, Betsy G seconded the Motion. All approved.

IV. Officer Reports:

A. President Report:

1. Congratulations to the successful candidates of the Trustee Election held on Sep 9, 2024: Ed Kirkwood, Steve Berwanger, Betsy Gordon, Karen Pedersen. The electees are requested to submit thank you messages to Steve B for the Hilltopics by Sep 15<sup>th</sup> (email)
2. Water/sewer Line Insurance: Homeowners are responsible for the water/sewer lines on their property. Steve B researched the possibility of HOA coverage for the lines, however, HOA's are not covered for this insurance. Some HO6's, e.g. Franklin Mutual Insurance will cover the lines. Other individual Insurance Companies also provide coverage, e.g. American Water Resources.

B. Treasurer Report:

1. The End of Year Books are not closed from 6/30/24. Steve C will be discussing the audit report with the CV5 Accountant next week. The Audit will be presented by the Accountant, Skip Bauer, at the next Quarterly Open Meeting in November. An invoice of \$12,000 was received for the audit.
2. The UBS Statement:  
\$204,000 in Cash Reserve, \$48,000 anticipated for interest income, \$1,974,487 in CD's. \$680,000 in CD's will mature in September. New CD's will be purchased immediately, before the anticipated drop in interest rates.

V. Administrator's Report:

- A. Updated specifications have been requested for the Comcast Fiber Installation. Hot patches will be used in the streets.
- B. Grass Complaints have ben received regarding lack of edging. Betsy G mentioned that the contract calls for 6 edgings per year. As of last week, only 10 cuts were completed, the contract calls for 20.

VI. Unfinished Business:

A. Firewise: Nancy E requested a date for a Firewise Day in November, the Board approved November 13, 2024 at 7:00 PM. Nancy will check with Julie Velez for Resident Club support. The \$4,000 grant has not yet been received for 2024.

B. Steve C updated the Project Tracker:

1. Carpeting in Board Room, hall, lobby, cloak room and pantry have been requested from J & L Carpet and American Flooring. Steve C will also contact Lowes.

2. Stove update: Julie Velez, Resident Club President, is now discussing replacing the two electric stoves with two residential gas stoves. The Resident Club would fund the appliance replacement, but the Association would need to fund the gas installation and venting. Julie will be invited to a Board meeting to discuss this project.

3. Bylaws: Bylaw vote process will be discussed at the Sep 17th Board meeting. Only 5 - 7 changes require resident votes. The changes required by law do not require a vote.

4. Contract Reviews: A Contract Review Committee will be established. Steve C, Betsy G, Ed Kirkwood and Mary Ann P volunteered for the Committee. Residents may also be appointed. The next contracts to be reviewed will include Grass, Termite Inspections, Maintenance.

Meeting adjourned at 12:10

Nancy Eldridge  
Secretary