

**Minutes of Crestwood Village Five
Executive Board Workshop
December 3, 2024**

OPEN SESSION:

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

- II. In attendance were Trustees: Nancy Eldridge, Steve Carroll, Mary Ann Payne, Ed Kirkwood, Betsy Gordon, Karen Pedersen; Administrator Cathleen Blackwood; Absent: Steve Berwanger; Guest Residents: Carmine Coppola, Mark Poyner, Julie Velez

- III. Minutes: Mary Ann Payne made a Motion to accept the minutes of the Executive Workshop of November 26, 2024, Betsy Gordon seconded the Motion. All approved.

- IV. Officer Reports:
 - A. President Report: No report

 - B. Treasurer Report: No change from last report.

- V. Administrator's Report:
 - A. A commercial electric range was selected to replace the two electric ranges in the kitchen. Dash will determine if electrical work is needed for the installation of a commercial range.

 - B. Manchester Township has reimbursed \$13,448.94 to CV5 for the MSA: street lighting, trash and snow removal.

 - C. A new form was developed for Hilltopics articles to be posted.

- VI. New Business
 - A. Betsy G reported that John's Landscaping will begin the gutter cleanup on Wednesday, 12/11.

- VII. Unfinished Business:
 - A. Cathleen reported that the Clubhouse projects will be scheduled as follows: doors, carpet and venting in kitchen.

B. The Holiday Décor judging will be on 12/11 at 6:00 PM. Prizes will be assigned for Most Traditional, Most Creative and an honorable mention. Judges will be Nancy E, Ed K, Betsy G, Mary Ann P and Steve C.

C. The Holiday Party is scheduled for 12/14. Cathleen B will provide a floor plan to the set-up committee.

Carmine Coppola, Mark Poyner and Julie Velez departed the meeting at 10:15 AM.

Meeting adjourned at 11:35.

Nancy Eldridge
Secretary