

**Minutes of Crestwood Village Five  
Executive Board Workshop  
December 10, 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: Mark Poyner, Julie Velez
  
- III. Minutes: Betsy G made a Motion to accept the minutes of the Executive Workshop of December 3, 2024, Steve C seconded the Motion. All approved.
  
- IV. Officer Reports:
  - A. President Report: No report
  
  - B. Treasurer Report: No change from last financial report.
  
- V. Administrator's Report:
  - A. CV5 Accountant, Skip Bauer has advised that the Corporate Transparency Act is currently on hold.
  
  - B. Trustees are requested to submit articles for publishing in the Hilltopics to Jessica. Maryann P will provide a President Message and Nancy E will provide a Firewise Article.
  
  - C. Automatic Unlimited will provide a start date for the door installation.
  
  - D. The kitchen vent project is waiting for an electrical compatibility review for the newly selected electric stove. Nancy E mentioned the urgency of the vent installation due to the amount of smoke accumulated at Bingo last Thursday. Betsy G suggested the kitchen be closed until the Vent system is installed. Board decided to allow the kitchen to be open this week with limited menu and then closed until after the vent is installed. Cathleen B will attempt to have the door installation coordinated with the vent installation to shorten the Mainhall closure period.

Question: Mark Poyner asked if the Clubhouse has Fire Alarms. R/Yes

VI. Unfinished Business:

A. The Holiday Décor contest will be postponed to Thursday 12/12 at 6 PM due to weather.

B. The Holiday Party is Saturday 12/14 from 1:00 to 5 PM. 90 people have registered. Cathleen will provide a floor plan.

C. The night custodian will be advised that the handicap door entrance must be left unlocked for the dances.

Meeting adjourned at 12:00

Nancy Eldridge  
Secretary