

**Minutes of Crestwood Village Five
Executive Board Workshop
July 29, 2025**

OPEN SESSION:

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

- II. In attendance were Trustees: Nancy Eldridge, Ed Kirkwood, Steve Berwanger, Betsy Gordon, Steve Carroll, Mary Ann Payne; Administrator Cathleen Blackwood; Guests: Gerald Gontarz, Mark Poyner, Wendy Webster

- III. Minutes: Mary Ann Payne made a Motion to accept the minutes of the Executive Workshop of July 15, 2025, Betsy G seconded the Motion. All approved.

IV. Officer Reports:

A. President Report:

1. The Swift Road Project contract, for this year, was received and distributed to the Trustees for review. Steve B advised that a hold harmless clause must be included. Swift drafted a flyer to distribute to residents who may want their individual driveways paved at the home owner's expense. A review of all aprons was completed and repairs are included in the contract.

2. The August Hilltopics is out. Residents have not been responding to the request for "contact information".

Questions/Notes:

Mark Poyner briefed the Board on the Candidates running for the 4 open positions: Steve Carroll, Dennis Coyne, Ken Freeman, Maryann Payne and Eileen Ringen. Three positions are for 2-year terms and 1 position replaces the current vacancy with 1 year remaining in the term. Mark P does not agree with the current practice assigning the 2-year terms to the elected candidates with the highest amount of votes received and the 1-year term to the elected candidate with the lowest amount of votes received. The Board will verify the practice with the CV5 Attorney. The Election will be held on September 8, 2025. Mark P will send out packets next week. Mark P set up a Post Office Box for mail in ballots. A box will be placed in the Lobby for walk-in ballots.

Mark P also expressed concern that the Bylaws state only 3 positions should be filled by election and the Board should have appointed someone to fill the vacancy. The Board explained that the Bylaws allow for 5 – 7 Trustees and if someone was appointed they would be required to run in this election per the Radburn Act.

B. Treasurer Report:

1. The Bylaw ballots were picked up by the Post Office yesterday. Ballots must be returned by August 31st.

2. The chargeable workorders for June totaled \$3,314. The end of Fiscal Year amount is \$36,149.

3. The unaudited end of year Expense Report shows Income over Expense to be \$81,799, primarily due to the donations from the Resident Club.

Questions/Notes: Mark Poyner requested the Expense Report be posted on the bulletin board without a sleeve for easier access. Board agreed. Mark P also questioned the use of “-” vs “+” showing on the Expense sheet. Steve B explained the Expense Sheet is System generated. The use of the “- vs “+” will be reviewed.

V. Administrator Report:

A. The August Resident Club Dance and the Rod Stewart Event are sold out.

B. Sticks Alive class will be cancelled for the day of the Election, September 8th.

C. The Resident Club Beatles event will be on September 12th.

D. Manchester is holding a Senior Jubilee Event at CV5 Clubhouse on Saturday September 27th from 10:00 – 12:00 noon. It is open to all Communities.

E. The HOA Leadership subscription will be renewed.

VI. Trustee Reports:

A. Mary Ann Payne distributed the new Stout’s Bus contract and schedule for Board review.

B. Steve Carroll will become leader of the CV5 Firewise program. Maryann Payne volunteered to be backup. A meeting will be set up for the Firewise Committee for Friday or next Monday.

C. The Bocce Season has ended. A Bocce Pizza Bash for league members, will be at the Clubhouse on Monday August 4th at 6:00 PM.

Questions: Gerry Gontarz inquired if a convenience store could be set up at CV5. Board explained that CV5 is not a commercial venture and convenience stores are located at the two shopping centers in Whiting. Gerry G also asked if additional downspouts could be added to each unit because of water running over the gutters in heavy rainfall. The Board suggested requesting additional cleanings (at homeowner’s expense) between the scheduled cleanings provided by the HOA or install gutter guards.

Gerald Gontarz, Mark Poyner and Wendy Webster departed the meeting.

The meeting adjourned at 1:00 PM.

Nancy Eldridge
Secretary