

Crestwood Village at Frederick Homeowners Association, Inc.
6902 Crabapple Drive
Frederick, Maryland 21703

Board of Trustees Meeting Minutes
June 24, 2025

I. Call to Order

The Board President of the Board of Trustees called the meeting to order at 9:30 a.m.

Trustees present: John Kendall, President
Paula Blundell, Vice President
Vickie Johnson, Secretary
Sally Livingston, Treasurer
John Morrill
D Nicewarner
Leslie Sullam
Chris Molishas

Management staff present: Shirley Davis, On-Site Community Association Manager
Erika Isaacoff, On-Site Community Association Assistant Manager
Heather Field, Clagett Enterprises

II. Approval of Previous Minutes: A motion was made by Sally Livingston, seconded by Paula Blundell, and approved to accept the minutes of the Board of Trustees meeting of May 27, 2025.

III. Financial Report

The Treasurer reported that the Finance Committee recommends no transfer of funds from operating to reserves for this fiscal year as they do not believe there are sufficient funds.

1. For Crestwood Village, year-to-date (YTD) expenses exceeded income by [redacted], primarily due to the cost of snow removal. Snow removal was budgeted for [redacted]. The total cost of snow removal was [redacted], leaving a deficit of [redacted]. A snow contingency reserve CD was redeemed in June for over [redacted], which has been applied to the deficit, leaving [redacted] in unapplied funds. For the month of May, expenses exceeded income by [redacted]. The reserve account is [redacted].
2. For CV1, YTD expenses exceeded income by [redacted]. For the month of May, expenses exceeded income by [redacted]. The reserve account is over [redacted].
3. For CV2, YTD income exceeded expenses by [redacted]. For the month of May, expenses exceeded income [redacted]. The reserve account is over [redacted].

Delinquencies – no delinquencies reported.

IV. Unfinished Business – no unfinished business

V. New Business

1. The Board affirmed a vote taken on June 4, 2025 at a Closed Board Meeting. At the Closed Meeting, a motion was made by Sally Livingston, seconded by Leslie Sullam, and approved accept the recommendation from CQI Associates for energy procurement services of Traditional Energy Only for 24 months from supplier CNE at a rate of \$0.08790/kWh.
2. A motion was made by Sally Livingston, seconded by Paula Blundell, and approved to upgrade the internet service provided by Comcast to 500 MBPS at a cost of [redacted].
3. A motion was made by Paula Blundell, seconded by Leslie Sullam, and approved to accept the proposal from High Sierra Pools for repair of a hole in the pool wall at a cost of [redacted].

4. A motion was made by Sally Livingston, seconded by Leslie Sullam, and approved to secure an Amazon business account at a cost of [redacted].
5. A motion was made by John Morrill, seconded by Sally Livingston, and approved to sell the 2007 GMC maintenance truck.
6. A motion was made by Paula Blundell, seconded by Sally Livingston, and approved to write off a bad debt of [redacted], as the resident is deceased.
7. A motion was made by John Morrill, seconded by D Nicewarner, and approved to form a study group within the Building & Grounds Committee to continue research on the Frederick County Creek Relief program.

VI. Management

1. The Manager shared that because of damage to the stage from a water leak, use of the stage will be limited while the repairs are ongoing.

VII. BOT Comments

1. Sally Livingston reminded residents that the new HOA assessment fees will go into effect on July 1st. She also announced the formation of the CV1 Council Condo Board and the members who will serve as officers. The first meeting of the CV1 Council Board will be on July 9, 2025 at 6 pm.
2. John Morrill commended the work of the general maintenance worker. He also expressed appreciation for John Kendall's leadership and hard work.
3. Chris Molishas asked about the timing of gutter cleaning. The Manager is looking into contracted serves to be performed in August/September.
4. D Nicewarner asked about voting on further tree work. John Kendall said that would be after July 1.

VIII. Homeowners Questions and Answers

- IX. A motion was made by Sally Livingston, seconded by Paula Blundell, and approved to adjourn the meeting at 10:15 a.m.

Respectfully submitted by Vickie Johnson, Secretary