

Crestwood Village Board Meeting Agenda

8-26-2025

Resident Comments: REMINDER TO ALL HOMEOWNERS: The regular meeting of the Board of Trustees is the only time that the Board must conduct its business. All motions and voting is done by the Board Members ONLY. A 3 (three) minute time limit is allocated for each member for comments.

- I. **Call to Order, Certify Quorum** – All board members present except for Paula Blundell. Meeting called to order at 9:30 AM.
- II. **Approval of Previous Minutes** - Sally moved to approve. John seconded and the minutes were approved unanimously.
- III. **Financial Report** – Presented by Sally

Financials - For the month of July, the HOA had a positive balance of \$11,451.82; CV1 had a positive balance of \$1,730.21; and CV2 had a positive balance of \$1,951.42. The HOA has reserve fund of over \$1.2 million; the reserve fund for CV2 is over \$128 thousand.

The Finance Committee was unable to meet prior to the Board Meeting due to several members who were ill. However, in talking, committee members agree that it is worth trying to move the 3 CD's which mature in October to Alliance as they will manage the CDs with no fees, and may earn higher interest rates. Crestwood will remain in control of the accounts and our signatures needed to take any action.

Delinquencies – Shirley is sending one account to attorneys since the owners have not made any payments recently and over \$1,000 is owed – 4 homes are delinquent from the main association.

IV. Unfinished Business

1. **Tennis Courts** – D made a motion to accept SEJ's proposal to replace the tennis courts and repair walking path, however, after further discussion, she rescinded her motion and selected Pristine's proposal to replace the tennis courts and repair the walking path at a total of \$55,000. John seconded and the motion carried.
2. **Signature Fence** – D made a motion to accept Signature Fence's proposal to remove and re-install part of the fence around the tennis courts for a total of \$1,200.00. Sally seconded and the motion carried. Funds for both the tennis courts and the fence will be coming out of the Reserve account.

V. New Business

1. **Bus Repairs** – Sally made a motion to affirm an electronic vote taken on August 6, 2025 for bus repairs totaling \$1,857.41. Chris seconded and the motion carried.

Note: The air conditioning is not working. The bus will need to go to dealership for repairs. Shirley will contact the dealership.

2. **Termite Treatment** – John made a motion to affirm an electronic vote taken on August 12, 2025 regarding a \$4,000 termite treatment for around the clubhouse. Leslie seconded and the motion carried.
3. **Resolutions to Change Resident Agent** – No motion was needed. The Board confirmed Tom Claggett will be the Resident Agent for all three Associations.

4. **Resolution to Change Budget From Fiscal Year to Calendar Year** - No motion was needed. Board confirmed new resolution to update the budget schedule. This must be filed with the county records under the Homeowners Association Depository.
5. **Alliance Banking** – Board Treasurer to possibly transfer some CDs to Alliance bank. No motion needed.
6. **Fix Fence on 2nd Pool Deck** – Sally made a motion to approve Long Fence’s proposal for a total of \$2,806 to fix the vinyl railing on the pool deck. Leslie seconded and the motion carried.
7. **Tree stumps on Box Elder court** – Chris made a motion to accept McFall and Berry’s proposal to remove the 3 stumps behind Box Elder Court for a total of \$2,075.11. John seconded and the motion carried.
8. **2 New Pool Loungers** – Chris made a motion to accept Pools, Patios & Porches’ invoice for two pool loungers for a total of \$1,789.76 plus tax. Sally seconded and the motion carried.
9. **HVAC Maintenance Contract** – John made a motion to accept the Alexair HVAC Maintenance contract for the HVAC units around the clubhouse for a total of \$1,300 per year. D seconded and the motion carried.
10. **Update Reserve Study** – Chris made a motion to accept Reserve Advisors proposal to do a Level 1 study for all three entities for a total of \$7,800. Sally seconded and the motion carried. Costs for CV1 and CV2 part of the study will be determined and charged to their accounts.

Note: An engineer will come to Crestwood to take pictures and measurements, and to get a complete look at all of the properties. Funds will be divided between all Crestwood entities. The study will include interest rates from CD’s, painting and trees. Reserve Advisors provides customer support, interactive spreadsheets. Doing a new reserve study now will help with the budget, provide a comprehensive snapshot of Crestwood Village. Crestwood will pay 50% up front and the remaining balance after the report is received and reviewed with Reserve Advisors.

11. **Holiday Party Ad-Hoc Committee** – Co-chairs Linda Synder, Linda Weed and Dee Carr request approval from the board to organize and manage the holiday party taking place on December 6th with the help of a committee. No motion needed.
12. **Holiday Party Funds** – Sally made a motion to approve the Holiday Party Committee’s request for an additional \$1,500 for catering. As of now, there is \$2,000 in the budget for catering this event. These funds will come out of the operating account. An additional \$1,000 will come from Claggett. Leslie seconded and the motion carried.

VI. Additional Management Comments - New engagement letters for June through December 2025 – prices have increased for 6-month audit – The previous cost was \$3,200 for the audit and \$625 for taxes; The new cost is \$3,500 for the audit and \$825 for taxes. A motion was made by Sally and seconded by John. The motion passed.

VII. BOT Comments – John – Creek Relief – Easement restrictions are still being assessed. The hope is to have information by September and apply in October. If approved, the process could take up to 18 months to have trees planted; Leslie – Xfinity will be working in the area on September 2nd. Home phone lines may be down for some time. The August 11th resident security meeting had approximately 100 attendees, and was very informative. The Board will be including a security survey in the September Village Voice, which can also be completed online.

- VIII. Homeowners' Questions & Answers** – A resident asked for a follow up about whether Potomac Edison would still be installing new street lights in the community. John responded that he has been in contact with Potomac Edison, and the lights are still planned to be installed. However, the timing is still unknown at this time.
- IX. Adjournment** – The meeting adjourned at 10:40 AM.
- X. Closed Meeting**
- 1. Computers/Office Equipment** - Tom Claggett will provide the Board with a proposal to replace old equipment in the clubhouse, to include: a new business router to replace the old residential router currently being used; a new internet switch which can support the recently upgraded internet and WiFi. Claggett will supply laptops – along with security and IT services - to the management staff at no additional cost to Crestwood. Claggett uses Advantage Industries for their IT needs. Sally made a motion to agree to have Claggett Management provide laptops and IT support services to Management at no additional cost to Crestwood. The motion was second by Leslie, and passed unanimously.
 - 2. Pool Rules** - Shirley presented communications from a number of residents regarding pool etiquette issues, foul language, yelling, bullying and residents claiming certain areas of the pool. The Board discussed the possibility of forming an ad-hoc committee for future pool seasons to monitor behavior. Pool rules will be revised for next pool season.
 - 3. Building and Grounds Committee** - The Board will be the acting committee until enough residents volunteer. The committee needs 3 to 5 members, per its Purpose and Structure. At this time, the committee consists of only one member (who is also a Board member). One other resident has shown interest.

Submitted by Chris Molishas- acting Secretary