

Crestwood Village at Frederick Homeowners Association, Inc.
Notes from Community Meeting, Nov 19th, 2024

Board of Trustees

John Kendall – President Paula Blundell – Vice President Sally Livingston – Treasurer
Vickie Johnson – Secretary John Morrill – Trustee D Nicewarner – Trustee
Leslie Sullam – Trustee

President John K called the meeting to order at 7 pm.

- 1. Introduction of New Residents** – New resident on Catalpa Road was introduced.
- 2. Treasurer's Report** - Sally gave the financial end-of-year report through October 2024. For Crestwood, YTD income exceeded expenses. For CV1, YTD income exceeded expenses and for CV2, expenses exceeded income. Our reserves to date are not at the level required by our Reserve Study. The Finance Committee is diligently working on our 2025 budget. Bernadine and Sandi have spent many hours working on it to date. This budget will be for July – December 2025, a 6-month budget as we transition to a calendar year budget beginning in 2026. More information on the budget will be shared at the January and February community meetings. We anticipate the Board will approve the draft 6-month 2025 budget in February, then it will be sent to all homeowners for comment/input before final approval by the Board.
- 3. Information/Potential Board Agenda Items**
 1. Proposals for two HVAC replacements. Three proposals have been submitted for both HVAC replacements for the Board to consider. We anticipate starting the work once approved by the end of this year or early next year.
 2. Proposal to replace windows in pool house building near storage room. This will complete updating the pool house building.
 3. Proposal to add a handicap ramp in the common area on 5803 Oleander Pl. One proposal has been received for the area with the townhouses.
 4. Possibly add additional dumpster pickup for trash on Lantana Circle for an additional \$140 per month. Collection days would be three days a week instead of two. The Board will consider this at the next meeting.
 5. Updated contract from Susquehanna Door Services for 2025. The same rates will apply. For Board approval on front door maintenance.
 6. Updated Contract from FIRM Exercise equipment maintenance for 2025. The same rates will apply. For Board approval.
 7. The Board will need to select a registered agent for all three entities Crestwood Village, Crestwood Village condos, and Mountain Village Condos. *A registered agent for a homeowners association (HOA) in Maryland is a representative who receives and forwards legal documents, lawsuits, and IRS notices to the HOA's management.* During the current legal review of our documents, it was discovered that the agents listed were no longer at Crestwood and the information needs to be updated. The law firm will do it for a fee but our management company does it for no fee. Need to determine a specific person to be designated as an agent.

4. Committee Reports

- A. Activities – Arlene Duda gave an update on activities remaining in November, December, and January and future trips.
- B. ARC – Linda Wensley – No report.
- C. Clubhouse Funds – Janice Cole – No report.
- D. Hospitality – Therese Oseneek - Tina reported on the new resident brunch held on Nov. 2. Eleven residents attended and found the information useful. Therese is recovering well from surgery.
- E. Neighbors Helping Neighbors – Caroline Bolin encouraged residents to sign up for the ambulance insurance residents received; shared a handout on Thanksgiving safety and the availability of a new Resource Guide from Frederick County Division of Aging and Independence. It's not known yet when Elly will return for appointments next year.

5. Specialty Group reports

- F. Building and Grounds – John Morrill reported that the new committee met and discussed ongoing issues in the community and clubhouse. The next meeting will be Dec. 8th at 10 am. Thanks were expressed to Jim Parsley for his years of volunteering on Building and Grounds.
- G. Neighborhood Watch – Paula Blundell reported she checks the security reports online regularly and all has been quiet.
- H. Crafts – Linda Meyers reported that the Garden will meet in Dec but not in January and February. Craft sign-ups are at the table in the back.

6. Property Manager - Shirley reported on:

- The sound system is being worked on and a new microphone should be here soon.
- Caroling request from New Hope Presbyterian Church on Dec. 15 from 1 – 2 pm to go to the Board for approval.
- Read several leaves from the Thankful Tree project in the lobby.
- Management wants to thank everyone for the year and expressed appreciation for working with you.

7. Trustee Comments

- Sally reminded everyone about the Employee Holiday Gift Fund to express our appreciation to our wonderful staff. Donations can be put in the box on the volunteer desk up to November 30th. She also announced that a survey on Comcast bulk cable service will be in the January Village Voice. It can be completed online or mailed/returned to the Clubhouse through January 15th. Also, the lawyer reviewing our governing documents expects to have her draft findings completed before Thanksgiving.
- John M reported that the Board and Finance Committee had an informational meeting with the Comcast representative early this month. Please complete the survey on Comcast bulk cable services so we know your thoughts.
- Vickie mentions that a proposed Communications Committee is still working on structure and process and hopes to have more information in January.

8. Questions/Comments

- A resident had a question about security hours. The time is from 11 pm to 4 am with various routes and times of routes. Deputy also will drive through the community sometimes. Encouraged residents to get motion detector lights.
- A resident commented that they were not notified about an open garage door. Others commented that they were called. Follow-up will be done.
- A resident asked when lights need to be turned off. Holiday lights need to be turned off by 11 pm but no time limit on porch lights.
- A resident had a water line break underground in the concrete slab. Very costly and encouraged others to add to their home insurance.
- If you have unused durable medical equipment, bring it to the clubhouse. The Lions Club is collecting equipment we don't need and sending it to Ukraine via Poland.
- A resident suggested that we use Clagett Management as a registered agent for consistency.
- Ruth Henderson reminded everyone of the Annual Crestwood Holiday party taking place Saturday, Dec 7th at 1 pm. Make sure to sign up by Nov 22nd and don't forget to bring a toy donation!
- President John K thanked everyone – volunteers, residents, and management for making this a great community this year and wishing all a happy holiday!

9. A 50/50 Drawing was held.

10. Adjourned at 7:55 pm.