

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
September 9, 2024

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; David Rosenberg, Goodlow House; Julie Cahan, Hamill Court; Bob Frey and Deborah Levin, Harper House; Alex Katzenberg, Roland Green; Karla Bunz, Roland Mews; Arsh Mirmiran, Caves Valley Partners; Joe Ann Weaver and Mike Grier, DH Bader.

- I. Hal Hathaway called the meeting to order at 6:00 pm.

- II. President's Opening Remarks
Hal greeted those present and introduced topics to be covered in tonight's meeting.

- III. Review of the Minutes
The minutes of May 13, 2024 were presented. A motion was made to accept the minutes, seconded and passed unanimously. The minutes are entered into the Association's records.

- IV. Treasurer's Report
The conversion from the Village Management to DH Bader's accounting system has slowed access to current figures. However, we have recently received the August update which reflects nothing out of the ordinary for the Shared Budget. A guiding factor in assessing the budget status is the state's Reserve Study which requires compliance. And the Shared Budget has adequate funds to comply with that study.
It was noted that we continue to be current with our utility bills.

- V. Manager's Report
A written report was distributed and is on file.
Of note:
 - Each CKMC Board member must comply with the Federal Corporate Transparency Act by January 1, 2025.
 - BGE continues to mark utilities but has yet to commit to a start date for repair/replacement of lines.
 - The North Perimeter Fence was damaged by 3 trees, and is now, again, repaired.

VI. Arsh Mirmiran of Caves Valley Partners gave an update on Commercial Property

- Cece's is working towards a lunch/brunch menu.
- DaVino's is increasing stock merchandise. A request was made for more outdoor seating, and a shade shelter is being planned.
- There is no plan as of yet for The Store (Betty Cook).
- Blue Mercury and the Ruxton Mercantile both plan to open in the next few weeks.
- Other stores including Kneads, Mucho Gusto, and California Closets are awaiting city permits to proceed.
- The new apartment building is on hold due to interest rates and construction costs. Once work is started, it will take 18 months to finish the first apartment and 24 months to complete the project.
- The next tennis/pickleball court will be installed adjacent to the apartment building.
- Office space in Village Square is 100% occupied; 92% in the Quad.

VII. Old Business – Signage in Cross Keys

David Rosenberg

At the May 2024 CKMC meeting, it was agreed that road signs are needed for Cross Keys Road to reduce confusion, give Cross Keys a better appearance and reflect a sense of community.

David updated the Board regarding further discussions with Arsh and Patrick Terranova regarding signs for the North Gate entrance – which are now \$8,900.00 (down from \$18,000).

After further discussion, it was agreed that 3 signs are needed at present: one on Falls Road at the North Entrance and two monuments inside that gate. A motion was made to spend a ceiling amount of \$18,000 for this residential signage, using the same company as was used by CVP. This would be expended from the Shared Budget. In addition, 25% of the final signage contract would be credited to CVP, as this is a strictly residential need. The motion was seconded and passed unanimously.

Many thanks to David for all of his work on this project!

VIII. New Business:

- A request has been made to open the North Gate on Sundays on the same schedule as the Center Gate: 6:00 am – 7:00 pm. The Board voted in favor of this request. (The Gatehouse gate remains open until 10:00pm.)
- Hal announced that the next meeting will be his final as chair and President of CKMC, and Board member as well. At that meeting, an election will be held for officers of the Board.
- Names of prospective candidates for CKMC officers should be e-mailed to Joe Ann Weaver at DH Bader. A candidate biographical sketch form will be available for candidates. A list of candidates and their biographical sketches will be sent to all directors prior to the annual meeting. Please do not nominate anyone without their permission.
- Mike Grier noted that this will be his final meeting as well, as he prepares to retire.
- The last Board meeting for the year is scheduled for November 11 at 6:00 pm

IX. Adjournment

The meeting was adjourned at 7:35 pm.

Then followed a meeting of the Recreation Committee.

Notes on the Recreation Committee

Summary

Cross Keys Maintenance Corp is funded through two budgets: a Shared Budget and a Recreation Budget. These are combined for tax purposes. CKMC must maintain a Reserve Fund in compliance with state law for years to come.

Although the Shared Budget is robust, the Recreation Budget is greatly underfunded. Given 2024 expenses for Pool #2, this budget cannot meet projected pool expenses for the fall and the coming years, much less costs for the boiler and needed renovations for the Clubhouse.

President Hal Hathaway proposed that the Board review Recreation costs and consider these in terms of a five-year plan at the November meeting. Because the Recreation Budget cannot meet these as it stands, some changes will have to be made in what it chooses to support.

In the end, a major decision such as a pool closing will be decided by the CKMC Board. After the November meeting, each director should go back to their respective board to discuss the matter. It is suggested that individual boards survey their residents.

Some costs were noted:

- \$450,000.00 was just spent for the refurbishing of Pool #2.
- It costs \$160,000.00 to run all three pools each year.
- \$12,000.00 is needed at the present time for a new tarp for Pool #1.
- Pool #3 at the north end is leaking now and in need of repairs.

A lengthy discussion ensued which focused on the possibility of closing Pool #1 and repurposing that space. No conclusion was reached, and it became clear that "facts and figures" were needed to develop a plan which would:

1. Offer optimal amenities for Cross Keys, and
2. Be in compliance with the Reserve Study.

This confirmed the Board agenda for November 11.

A final note: The Board agreed to fund the tarp needed now for Pool #1 at a cost of \$12,000.00 which would be taken from the Shared Budget – the vote was unanimous.

The Recreation Meeting adjourned at around 8:20 pm.

Respectfully submitted,
Carroll Jenkins, Secretary

September 14, 2024