

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
May 13, 2024

Present: Sarah Taylor, Condo I; Carroll Jenkins, Dunn's Grove; Ruth Roman, Fallswood I; Hal Hathaway, Fallswood II; David Rosenberg, Goodlow House; Bob Frey and Deborah Levin, Harper House; Alex Katzenberg, Roland Green; Karla Bunz, Roland Mews; Marie Gerwig and Heather Chilcote, Mackenzie Management; Mike Grier and Joe Ann Weaver, Bader.

- I. Hal Hathaway called the meeting to order at 6:05 pm.

- II. President's Opening Remarks
Hal greeted those present and introduced topics to be covered in tonight's meeting. He warmly welcomed Joe Ann Weaver who is transitioning to take Mike Grier's place at D.H. Bader.

- III. David Rosenberg presented an overview with helpful handouts of improved signage to be considered for Cross Keys and its Associations. Key points included:
 - Road signs are needed for Cross Keys Road to reduce confusion – for instance at Hamlet Hill Rd.
 - Signs for individual Associations vary in style and condition; some are peeling and fading, others are new.
 - Given the improvements to signage by Caves Valley in the Village district, updated signs throughout would give Cross Keys a better look and reflect a sense of community.
 - At the North and South ends, large signs identifying individual Associations would reduce confusion for visitors and deliveries, and they would elevate the look and feel of Cross Keys.

Future steps:

- A rendering of a sign for the South End will be prepared to share with CVP.
- Those at the North End should submit ideas to Mike Grier/Joe Ann Weaver.
- Wherever there is a street pole on Cross Keys Road, there needs to be a sign: "Cross Keys Road."
- Finalize plans, firm up pricing and take a Board vote.

These ideas were well received, thanks to David and his work on this project.

IV. Review of the Minutes

The minutes of February 13, 2024 were presented. An addition was requested that it be noted: that Board meeting of the 13th included a discussion of the earning potential of savings currently held in CKMC bank accounts. A motion was made to accept the minutes with that addition. The motion was seconded and passed unanimously. The minutes are entered into the Association's records.

V. Treasurer's Report

- Financials for January, February and March 2024 have now been received from D.H. Bader. These vary not only in format (which is newly informative) but also in accounting, going from a Cash Basis to a Modified Cash Basis analysis. This transition in the near term may present some slight confusion. For instance, these latest financials do not show that we **do indeed** budget for BGE expenses. But day-by-day at Bader, these few glitches are being ironed out.
- As was brought up at the February Board meeting, CKMC will continue to investigate ways to increase earnings on our reserves. To date, Morgan Stanley and 2-3 banks have been consulted.
- Considerations include FDIC approval – there is a \$250,000 maximum for money invested at any given bank. At the same time, it appears that a minimum balance of \$250,000 is needed at Morgan Stanley to develop a robust financial plan. In addition, there are constraints due to the recent Reserve Study based on HB107.
- **It was decided to renew this discussion after all expenses have been paid on the work for Pool #2** – work is near complete and invoices are incoming.

VI. Management Report

- The BGE gas pipe project is still in the planning stage, and work is said to begin in August 2024.
- North Perimeter Fence (Dunn's Grove/Goodlow House) - People are either climbing over the fence (some using a ladder or the BGE electric box for a leg up) or cutting wire to get through. No safe solutions were suggested.
- There are no accounts in arrears.
- Considering a generator for the Gatehouse phones: on hold.
- A sanitary manhole has been completed between Fallswood I and II.
- A storm drain needs to be rebuilt at Cross Keys Road adjacent to Roland Green. Bids are being solicited. This will be paid for out of shared reserves at an estimated cost between \$15,000 - \$20,000.
- CKMC Board members will be required to register with the Federal Corporate Transparency Act as of January 1, 2025.
- HB273 – Regulation of Common Ownership Community Managers did not pass.

VII. Commercial update

A schedule of business openings was provided, and these will be announced as they approach by CVP/CKMC social media/emails.

- In the next 30 days, Always Ice Cream (Memorial Day) and Cece's (June 13) should be up and running, and DaVinci Italian Marketplace soon after.
- Misty Valley farmer's market will be returning: May 24 through October, 9:30 – 5:00 Tuesday, Friday and Saturday.
- CVP/Mackenzie has been evaluating security companies and has contracted with Allred Security Group. They are impressed with the high caliber of the organization, their attention to detail and their investment in training. Allred is in place and will be working M-F 2:00 pm – 10:00 pm and Saturday 10:00 am – 6:00 pm.
- Cameras have been added to the courtyard, garages and at the entrance.
- The gate at the Gatehouse closes at 10:00 pm. Because Cece's closes at 12:00 am on Saturday and Sunday, there was a request from CVP to leave the gate open on those two days until 12:00 am.

NOTE A vote was subsequently taken of all Board members within the week of the meeting. It has been approved by the CKMC Board that the entrance gate stay open until midnight on Fridays and Saturdays provided that CPV's security remain on duty until 12:00 am both days.

- There was a discussion regarding dues for CVP at our last (Feb.) Board meeting. They had been charged a 5% increase for 2024. However, at that meeting in February '24, the Board voted to postpone the payment of that increase until 2025. **The payment of the increase from 25% to 30% was delayed, not deferred.**

VIII. Old Business

No further old business to report.

IX. New Business

Future CKMC Board meetings: September 9, 2024; November 11, 2024

X. Adjournment

The meeting was adjourned at 7:30 pm.

Then followed a meeting of the Recreation Committee.

Notes on the Recreation Committee

- Clubhouse wallpaper and carpet replacement is on hold.
- The Clubhouse Boiler will not be replaced at this time.

- A report from Damian was circulated. He noted that a screening was held on 5/12/2024 at the clubhouse in hopes of a Film Club here at Cross Keys. Additionally, there might be regular film screenings for Cross Keys in the future.

- Pool 2 needs a new tarp at a cost of +/- \$12,000, which will be paid for out of reserves, along with the pump.

- Finally, regarding Pool #1 at the Clubhouse: the pump is broken and needs replacement (@\$10,000) or repair. A discussion followed as to the best use of that "pool space." Options included a fitness area for CK residents. That idea seemed favorably received by Board members, to be discussed in the future..

The Recreation Meeting adjourned at 7:45 pm.

Respectfully submitted,
Carroll Jenkins, Secretary

May 14, 2024