

Cross Keys Maintenance Corporation (CKMC)
Board Meeting Minutes
November 18, 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; Linda Wildman, David Webster, and Joe Ann Weaver of DH Bader

I. Hal Hathaway called the meeting to order

at 6:00 pm, and Board members introduced themselves.

II. President's Opening Remarks

Hal greeted those present and introduced topics to be covered in tonight's meeting. He noted that the transition from Village Management to D.H. Bader has taken place, and that tonight there would be a new Executive Committee after the election of those members.

III. Review of the Minutes

The minutes of September 9, 2024, were presented. A motion was made to accept the minutes. This was seconded and passed unanimously. The minutes are entered into the Association's records.

IV. Treasurer's Report

Hal reported that there was neither outstanding expenditures nor outstanding revenue since the last Board meeting.

The Budget most recently distributed to the Board for 2025 reflects a 10% increase across the Board. The first factor considered in this budget demonstrates the intention to be in compliance with Maryland's Reserve 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.
- There are no arrears at this time.
- BGE continues to mark their lines at Cross Keys as part of their Gas Pipe Project. They

VII. Election of Officers:

Nomination forms were distributed, and a vote was taken for CKMC Officers for 2025. At that time, Hal Hathaway announced that he is stepping down as president and is resigning from the Board.

Votes were unanimous for the following slate:

President: Karla Bunz

Vice President: Alex Katzenberg

Treasurer: Ruth Roman

Secretary: Carroll Jenkins

VII. Old Business – Signage in Cross Keys

David Rosenberg shared that proposed signage in on Falls Road is getting permitted by the city. Other signs are in process. Many thanks to David for all of his work on this project!

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, with 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.

4. CVP requested final approval of the signage package throughout the residential areas to ensure the integrity of the redesigned Cross Keys logo. No approval has been given at this time

5. A request was made that stairs from Village Square to Harper House be added to the common shared space to be both maintained and insured by the association, including repairs to pavers and lighting as needed. ***This is a discussion between Harper House and CVP.***

6. A request was made that the evergreen trees that border Terrace North Lot be either drastically pruned or removed: to be discussed with Roland Green. ***This will be a discussion between Roland Green and CVP. At that time, noise will also be discussed.***

The Recreation Meeting adjourned at around 8:20 pm.

Respectfully submitted,

Carroll Jenkins, Secretary

February 2, 2025