

**CROSSGATES MANOR HOMEOWNERS ASSOCIATION  
EXECUTIVE BOARD OF DIRECTORS**

**October 6, 2020**

Due to Covid-19 precautions this document has been created as the result of electronic messages and phone calls among the participants.

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**PARTICIPANTS:**

Pam Hershey, Skip Leinster, and Kimberly Garland-Klopp of Esquire Association Management, LLC

**APPROVAL OF MINUTES:** The minutes of the November 6, 2019 were reviewed. A motion was made to approve the minutes by Pam Hershey, seconded by Skip Leinster. Motion carried.

**FINANCIALS:** The board went into executive session to review financials and delinquencies.

**NEW BUSINESS**

- 2021 Budget- A motion was made by Pam Hershey to approve the 2021 budget as presented. Motion was seconded by Skip Leinster. Motion carried.
- Quarterly assessment for 2021 will remain at \$245 per quarter.

**MANAGEMENT REPORT:** All items are being discussed through email when brought to our attention.

**NEXT INSPECTION;** Tuesday, October 27, 2020 at 9:00 AM; rain date Thursday, October 29.

**NEXT ANNUAL MEETING DATE;** Thursday, May 20, 2021 at 6:30 PM at Millersville Community Church.

Respectfully submitted,

Kimberly Garland-Klopp  
Esquire Association Management, LLC