

# MIDDLETON ESTATES COMMUNITY ASSOCIATION

Carlisle, PA 17013

## Annual Association Meeting

Date: Saturday March 1, 2014

Time: 7:00 p.m.

Location: Stuart Community Center

Board members in attendance: Tracy Sharp, Katie Landis, Judy Hershey, Bea Fisher, Denise Adams, Kathy Kauffman, Jan Verow. Cindy Pagano (Accountant)

Board Member Absent: Ben Lauer

Tracy called the meeting to order at 7:00 PM

- Tracy Sharp introduced the board members and discussed the election. Jessica Sheets resigned at the end of December due to classes she is taking.
- Review of the minutes of the 2013 meeting. Made sure everyone had a chance to review last year's minutes. Denise Adams moved to approve. Seconded by Bea Fisher.
- Tracy reviewed highlights of the Summary and Accomplishments for 2013-2014 which were mailed to the members:
  - Association purchased a laptop which can be passed on to future Board members. Upgraded QuickBooks accounting program.
  - On the advice of the accountant – put money back into the community. Continue to work on projects throughout the community.
  - People falling behind on dues. Once a property goes into foreclosure, the property sits and dues keep accruing. Many times into the thousands of dollars. There is nothing we can do until that property is sold. At that point, the PA State Statute allows the HOA to collect 6 months prior to when the property was sold at Sherriff Sale.....to current day. Many times this is a small fraction of what is owed.
  - New flag put up when weather is nicer.
- Jan – Ballot
  - The following are on the Ballot. Samantha Gilbert, Judy Hershey, Bea Fisher, Janna Books, Terry Myers. Will announce results at the end of the meeting.
  - Samantha Gilbert expressed that she did not want to be on the ballot. Will be removed.
  - Andrew Shaw (attorney) forwarded ballots to Cindy Pagano to bring to the meeting. Andrew is out of town and unable to attend.

- Katie – Financial Report
  - Katie reviewed proposed budget for 2014-15
  - Tracy Sharp made a motion to accept. Samantha Gilbert seconded the motion. All in favor (16) said “aye.”
  - Katie asked if there were any questions regarding dues or discounts. There were none.
  - Larry Walker who completed previous Financial Compilation passed away this past year. The Board talked to several people and decided on Cindy Pagano from Klinger & Associates, CPA to work with moving forward.
  - Tracy introduced Cindy Pagano. Cindy passed out financial reports and gave 1 official copy to the Board to keep. All others must be handed back. Cindy explained that accounting for the association is done on a cash basis and footnotes how statements are presented.
  - Cindy confirmed the tax return for the association was completed.
  - Tracy formally thanked Katie as she does a bulk of the work for the Association at no cost to the Association.
  
- Cindy Pagano – Election results
  - Results: Bea Fisher, Judy Hershey, Terry Myers, and Janna Books (will complete Jessica Sheets term) were voted onto the Board of Directors.
  - Tracy reminded everyone that the meetings are typically held the 2<sup>nd</sup> Tuesday of each month at 7:00 at the Community Center. Must have 5 Board members present. Next meeting is March 11<sup>th</sup>. Cancellations are posted on the website.
  
- Open floor
  - Discussion on foreclosures and late fees. These affects us financially. Challenging to collect late fees when people are in that financial state.
  - Snow and maintenance – Started last year with a new contractor. No hard winter last year – this year was a hard winter for snow and ice. R&R Landscaping very quick and responsive with issues. Working to get the snow issues resolved. Really like the black mulch they are using.
  - Joan Garcia expressed a concern with weeds in her neighbor’s yards.
  - Janna Books expressed a concern with the recycle bins blowing around. Possibly ask people to put recycle bins out in the morning? Tracy mentioned she called the trash provided and asked them not to come at 4:30 AM for that specific reason.
  
- Katie made a motion to adjourn the meeting. Tracy seconded it. Meeting adjourned at 8:00 PM.

Submitted by Denise Adams 03/1/2014.