

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: April 9, 2024

Time: 6:00 pm

Location: Stuart Community Center

Board Members in Attendance: Jan Verow, Paul Beck, Pat Mainhart, Jim Porter, Shana Strohecker

Board Members Absent: Christina Gerlach, Jennifer Michaud

The meeting was called to order by Jan at 6:04 pm.

Open Floor – One homeowner arrived during the meeting and the Open Floor portion was conducted at that time. The homeowner had questions about the budget, the trash and the lawn care contracts. Answers were provided and Jan plans to send them some additional information.

Approval of Minutes - Minutes of the March 12, 2024 meeting were distributed and reviewed. Shana made a motion to accept, Pat seconded and the minutes were accepted by unanimous vote.

COMMITTEE REPORTS

Recreation – Shana mentioned that she was considering planning some type of block event during the summer.

Publicity & Communications

Jan reported that the current newsletter has been distributed to residents. Jim will mail copies to property owners who do not live in the community.

The date for the yard sale was confirmed as the third Saturday in May, which is May 18. The yard sale sign will be updated with the date and will be posted at the community entrance.

One homeowner has received a warning letter related to allowing dogs to run off leash and failure to clean up after them. Another homeowner has received a letter related to trash and debris in the driveway and elsewhere on their property.

Budget & Finance

Delinquent Accounts – The refinancing on the delinquent account that was in litigation has been completed and we have received a check for all past due monthly assessments, other than the legal fees incurred in the collection process. The fees will be added to the account as a past due amount and collection activity will take place as needed.

A second homeowner account has had legal action filed and we will monitor the progress.

All past due accounts are reviewed on a monthly basis and followed up on as needed. Letters continue to be sent to accounts with more than \$100 past due.

Architectural/Maintenance – Jan continues to consult with our landscaper about tree trimming needs. The Maintenance Committee will be inspecting sidewalks to identify those in need of repair.

Shana spoke to the landscaper about upcoming lawn treatments and was told that that pets should remain off the lawns for 1 hour following treatment.

NEW BUSINESS

Election of Officers and Appointment of Committee Chairpersons_– Because 2 board members were absent this process was deferred and will take place at the May 14 meeting.

Some time was spent discussing how to best monitor and communicate violations of community rules. We talked about striking an appropriate balance between proactively identifying violations and simply waiting for a complaint to be made and then reacting to it. Further discussion on this topic will take place at future meetings.

NEXT MEETING DATE: The next scheduled Board meeting will take place on May 14, 2024 from 6:00 -7:30 p.m.

The meeting adjourned at 7:23 p.m.

Submitted by Jim Porter

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