

Middleton Estates Community Association
Carlisle, PA 17013
Regular Board Meeting

Date: August 13, 2013

Location: Stuart Community Center

Time: 7:00 pm

Board members in attendance: Jessica Sheets, Katie Landis, Bea Fisher, Judy Hershey, Ben Lauer, Kathy Kauffman, Tracy Sharp, Jan Verow

Board members absent: Denise Adams

Agenda:

Tracy called the meeting to order at 7:07.

Open Floor: (0 members in attendance.)

Open Floor Closed at 7:07 pm.

The following expense items were discussed from the agenda:

- **Approval of meeting minutes from 07/09/13** Tracy made motion to approve. Jessica seconded.
- **Architecture Issues**
 - Marty's project started; lull because of waiting for custom made materials.
- **Maintenance Issues**
 - 1 Partridge – Claims the landscapers killed a hosta in her front yard under the tree; two other hostas are fine; dead one does not get sun and water because of being under the tree; she put up a fence to keep landscapers out of her area.
 - "For sale by owner" sign out front now down; had gotten some complaints.
 - Letters for mailbox should be arriving soon—will spell out association name to distinguish what the separate mailbox is for.
 - Sidewalks (walkways) from streets to houses are responsibility of owners. Not common area.
 - Gas line and power box for gas company buried alongside and back of 36 Partridge. Perhaps add topsoil.
 - Trespassing behind first sections of townhouses—resident of house along Rt. 34 driving through that area to get to their yard.
 - Bill Hershey measured off the parking spots behind the first two buildings and has black spray paint. Tracy recommended seal coat versus spray paint, or something more durable than spray paint.
- **Financial Report**
 - 140 sold at a sheriff's sale. Bank should be paying some of the back dues.
 - Consider waiving late fees for some willing to pay up otherwise (pay principal). Would help clear books. Hard to itemize late fees; Katie could do it by person, not by year.
 - Tracy suggested offering "amnesty" in November/December to some with large past dues. It would be a one-time thing.
 - Tracy talked to Raymond Hain, who does Walnut Court's books and the Northern High School Alumni Association books. He was a national bank examiner for 30 years; not a CPA. Does for Walnut Court what Larry did for us—end of year review of books, but not certified. Said he would file our taxes, but

would have to do research. Larry provided guidance because of expertise on homeowner's associations, but Hain does not have that expertise. Tracy not sure he could help us.

- Tracy did not call Klinger and Associates. Both are CPAs. The Villa's hired them. Tracy will call them.
- Tracy talked to Larry Walker's son David, who will give us some references with HOA background.
- Katie suggested using an "enrolled agent" –someone who either has worked for the IRS or has taken an exam.

- **Loose ends**

- Park reserved for August 24.

Meeting Adjourned at 8:15.

Submitted by Jessica Sheets 08/26/2013.