

# Middleton Estates Community Association

Carlisle, PA 17013

## Monthly Board Meeting

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**DATE:** August 18, 2020

**LOCATION:** Stuart Community Center

**TIME:** 7:00 pm

**BOARD MEMBERS IN ATTENDANCE:** Tracy Sharp, Josh Arvey, Denise Adams, Kathy Kauffman, Janna Books

**BOARD MEMBERS ABSENT:** Katie Landis, Stephanie Bragg

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### AGENDA:

- Call to Order: Tracy called the meeting to order at: 7:00 PM
  - Open Floor: There was 0 member(s) in attendance.
  - Open Floor Closed: 7:01 PM
  - Approval of minutes:
    - Minutes will be approved at September meeting
  - Architecture Issues:
    - none
  - Maintenance Issues:
    - none
  - Financial Report:
    - Reviewed Financials
  - Loose Ends:
    - Due to COVID situation, we are no longer permitted to use conference room. Only 4 people are allowed in that room. All meetings will be held in the larger rooms until further notice.
    - Line painting to be done on 8/27/20. Will need to notify residents that need to move their cars. Denise will create signs and post.
    - Janna will finalize lawn/snow contract with John and get signed.
    - Election of officers will be postponed until replacement members are in place. Kathy, Denise and Stephanie will resign effective October. Tracy will transition out due to move. Jennifer Michaud who ran for election will be appointed to join the board.
  - Meeting Adjourned: 8:30pm
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**NEXT MONTHLY BOARD MEETING:** September 15, 2020

**MEETING MINUTES SUBMITTED BY:** Tracy Sharp