

# Middleton Estates Community Association

Carlisle, PA 17013

## Monthly Board Meeting

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**Date:** December 8<sup>th</sup>, 2020

**Location:** Stuart Community Center

**Time:** 7:00pm

**Board Members in Attendance:** Justin El-Hajj, Kath Kauffman, Katie Landis, Joshua Arvey, Jennifer Michaud, Janna Books, and Joe Tubioli

**Board Members Absent:** None

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### Agenda:

1. Call to Order: Justin called the meeting to order at 7:00pm
2. Open Floor: There were 0 member(s) in attendance.
  - Justin spoke on behalf of Ryan and Katlyn (Residents of 85B Partridge)
    - They will be renting the house out. Before they can they had an inspector. It was found that their posts are rotting out and wanted to let the board know they will be replacing the posts. There will be no structural changes. Third party contractors will be notified they need to receive permission to drive behind the properties from the correct party.
      - Justin had the communication with these residents via e-mail.
  - Open Floor Closed: 7:03PM
3. Approval of minutes:
  - Approval of September, October, and November minutes
  - Josh motion to approve these minutes. Katie seconded the motion
    - 6-yays
    - 0-nahs
    - Joe did not vote as he was not part of the board at that time

#### 4. Old Business

- Trespassing signs were hung around the perimeter of the HOA common space. Four physical signs still need to be hammered into the ground. Justin will complete this.
- Vote for Recreational Hunting on Association Property
  - Justin contacted the HOA insurance and they do not feel comfortable with hunting happening on the common space of the HOA.
  - Justin motion to not allow any hunting to take place on HOA property. Josh second this motion
    - 7-yays
    - 0 – nahs

#### 5. Business Arising/New Business

- Discussion future vision of the Board – With the amount of new board members, Justin proposed for board members to brainstorm ways for the future of the board. We, as a board, will bring these ideas to the January meeting.
- Pictures of Board Members for Website
  - Board feels this violates privacy of board members
- Joe motions to create a unified email for the HOA. Josh will handle the creation and operations of the new e-mail. This will allow residents to send an e-mail to one e-mail address. That e-mail will be forwarded to all board members.
  - Justin seconds it
  - 7 – yays
  - 0 – nays
- A sign asking people, “Please do not drive into the park” was lost due to flood or vandalism damage.
  - Janna noticed that the signs have been gone for a while
    - It was discussed to buy new signs to put up to bring awareness that the park and creek access are for residents only.
    - Brainstormed different sign sayings
    - Justin motioned to buy two “Private Property No Public Access Violators” signs and two green stakes from Lowes. Justin and Joe will install. Katie seconds the motion

- 7-yays
  - 0-nays
- Replace dog signs
  - Justin will take a look and will discuss it in the January meeting
  - Discussed installing dog poop bag dispenser. No one seemed to be in favor. It is not worth the cost.
- Encroachment on privately-owned lots
  - Janna mentioned there has been a lot of driving in the backyards of the south properties. Janna reached out to the township and found that there was no public easement in the back properties. Individual properties owners need to give access.
  - The only property easement that should be discussed during board meetings should be the property owned by the North Middleton Association.
  - Justin motioned to reach out to the lawyer about easements. No one seconded.
  - Discussed that the board is in charge of fixing lawn care. It would be the responsibility of the HOA to fix the lawn, but the association will/can charge the individual for the damage that was done.

## 6. Committee Recaps

- Finance Committee
  - Several large past-dues are now caught up
  - We still are not able to accept credit cards due to the association not having credit
  - Justin and Katie talked with Members 1<sup>st</sup> Credit Union
    - Members 1<sup>st</sup> Credit Union has an ACH program – home owners could set up an automatically withdraw from their bank accounts to pay their HOA monthly fee. HOA members would have to fill out a one-time form to enroll. The money would then be transferred into the North Middleton Estates account. It would cost the association \$300 per year. We will also earn more interest on our association accounts at Members 1<sup>st</sup>.
    - Katie motions to open up accounts at Members 1<sup>st</sup> Credit Union. Justin seconds.

- 7-yays
    - 0-nahs
  - Recreational Committee
    - Discussed the brown sign leading down to the park needs redone. Jenn will come up with a design and present it in the January meeting
  - Publicity Committee
    - Facebook discussion has been pushed to being discussed during January meeting
  - 7. Budget:
    - Reviewed Financials
  - 8. Announcements
    - None at this time
  - 9. Ending Items
    - Board members will complete their items before next board meeting in January
  - 10.Meeting Adjourned: 8:00PM
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**Next Monthly Board Meeting: January 12<sup>th</sup>, 2021**

**Meeting Minutes Submitted By: Joshua Arvey**