

Middleton Estates Community Association
Carlisle, PA 17013
Regular Board Meeting

Date: February 5, 2013

Location: Stuart Community Center

Time: 6:30 pm

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

Board members absent: Kathy Kauffman, Steve LeGros, Denise Adams

Agenda:

Tracy called the meeting to order at 6:33.

Open Floor: (0 members in attendance.)

Open Floor Closed at 6:33 pm.

The following expense items were discussed from the agenda:

- **Approval of meeting minutes from 01/08/13** – Motion was made by Tracy to approve. Seconded by Bea.
- **Financial Report/Annual Meeting** – Katie and Larry Walker
 - “Profit and Loss Budget vs. Actual” sheet explained. Under budget over all.
 - Katie recommends lowering the dues to \$50 and having a larger prepayment discount. All the board members agreed.
 - Larry asked—any projects to spend money? Should be in budget as a line item: “Maintenance – Paving.” (Capital Improvement has to be voted on.) Katie was concerned it would look like we are overspending. He will be at the meeting and help explain it to the members. He wanted to see a 5 year plan. Wants amount in bank down to \$80,000. Potential spending projects:
 - Paving (\$30,000).
 - Drainage issue (\$10-15,000).
 - Trees to be replaced.
 - Overdue HOA fees discussed. A few owners promised recently to pay up.
 - Katie will revise the budget based on our discussion, add it to the official sheet, and email it to us. Larry was not sure we should hand anything out—potential of what could happen with people hanging onto the info (fuel). By-laws say members have a right to see the financial information, not necessarily have paper work to keep. With other groups, Larry gets handouts back, except for board members that get to keep them. Tracy will have a copy or two available for viewing.
 - Larry also brought up—had we talked any more about paying the secretary or treasurer? Katie spends about 10 hours a month.
 - Packet to mail to members: homeowner letter, summary of accomplishments, budget, ballot.
 - Ballot—no one new running; Tracy, Denise, and Jan off; all will go back on the ballot; Tracy will check with Ben Lauer of 93A.

- Packet has to be mailed by 6 days before the meeting. Katie needs everything by Monday, February 11.

- **Architecture Issues** – Bea

- 134 asked about outdoor lights and a new roof.

- **Maintenance Issues**

- Yard sale date. June 2 last year. Decided on June 1 for 2013.
 - Lawn contract up for renewal. R&R agreed to renew at same price. All voted in favor of renewing contract.

- **Loose ends**

- Katie will provide a list of names and numbers of residents for Bea and any other members interested.

Meeting Adjourned at 7:51.

Submitted by Jessica Sheets 02/05/2013.