

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: February 13, 2024

Time: 6:00 pm

Location: Stuart Community Center

Board Members in Attendance: Jan Verow, Pat Mainhart, Jennifer Michaud, Jim Porter

Non-Board Members in Attendance: Marc Michaud, Treasurer

Board Members Absent: Christina Gerlach, Jordon Michaels, Shana Strohecker

The meeting was called to order by Jan at 6:35 pm.

Open Floor – Waived since no homeowners were present.

Approval of Minutes - Minutes of the January 9, 2024 meeting distributed and reviewed. Jan made a motion to accept, Pat seconded and the minutes were accepted by unanimous vote.

COMMITTEE REPORTS

Budget & Finance

Delinquent Accounts – Jan reported that we were recently informed that the homeowner with a payment plan is in the process of refinancing. Because our lien is on file we will receive the entire past due balance shortly after the loan is closed.

A second homeowner account is being prepared for the filing of a legal action.

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.

2024-2025 Budget – Marc distributed a proposed 2024-2025 budget for review. After some discussion and modifications a final budget was agreed upon and will be presented at the Annual Meeting. The budget, which includes dues increases, will allow the Association to meet all anticipated operating expenses and to put some funds in the reserve account to start building it back up.

Architectural/Maintenance

Street Lights –PP&L plans to complete work on the street lights in the community by April 2024. Seven poles and lamps are to be replaced.

Nominating – The Nominating Committee identified three potential candidates and approached each of them. Two declined to be nominated citing work and family responsibilities as the reason.

The third, Paul Beck, is willing to serve. The three candidates on the ballot will be Paul Beck, Pat, Mainhart and Jan Verow. Ballots will be mailed on or before February 16.

Annual Meeting – The Annual Meeting takes place on March 1, 2024. In preparation for the meeting Jan will prepare a summary of the Board's accomplishments this past year. Jennifer will prepare a short survey to be distributed at the meeting. Jim will prepare the minutes of last year's meeting for approval and will prepare sign-in sheets.

NEXT MEETING DATE: The next scheduled Board meeting will take place on March 12, 2024 from 6:00 -7:30 p.m.

The meeting adjourned at 7:30p.m.

Submitted by Jim Porter

HOA e-address: middletonstatesboard@gmail.com

Treasurer's e-address: mecatreasurer@gmail.com

Mailing address: Box 248, Carlisle, PA 17013

Website: middletonstateshoa.com