

Middleton Estates Community Association
Carlisle, PA 17013
Regular Board Meeting

Date: January 18, 2011

Time: 6:30 pm

Location: Stuart Community Center

Board members in attendance: Tracy Sharp, Katie Landis, Arlene Galla, Judy Hershey, Phyllis Hinderliter, Jan Verow, Denise Bowers, Travis Young, Maureen Clay (arrived late)

Board members absent: N/A

Agenda:

Tracy called the meeting to order.

Open Floor:

No Community Members Present

The following expense items were discussed from the Agenda:

- Approval of Meeting minutes from December 14, 2010 – Changes were made and a motion was made by Tracy to approve, Seconded by Phyllis, no objections.
- Final Trash Update - Tracy
 - All smaller and larger containers were delivered.
- Newsletter Update – Tracy and Katie
 - Secretary Suggestions
 - Samantha Gilbert is not available, she suggested Doug and Carolyn (140) Thompson, Robin Kohler, Larry Kuhn, Kathy Barrett, Kimsan Ting, Steve and Tammy
 - Denise suggested paying someone a nominal fee
 - Tracy and Katie discussed that we just need someone to take minutes and write the general letters. Resale certs have to come from treasurer. Jan puts up the meeting notices for the mailboxes.
 - Mailing the newsletter or putting them in boxes somewhere
 - Directory updates – don't know when some people last updated. Maybe mail something out with the Yearly meeting information. Check about using the half sheet envelopes. Check weight limits for stamps
- Website – Denise
 - Denise has to sit down with him and make the changes to the website. She suggested hiring

someone to have it done and done well. Denise offered to get pricing. Will bring to next meeting.

- Architecture Issues – Arlene

- Russell Abbott requested permission to build a porch. There are none currently in that style of home. Arlene will bring the information to the Board for a vote when she has the drawings and information.

- Nominating Committee – Jan

- Denise and Phyllis do not know if they will be going on the ballot to keep their positions. Judy and Arlene would like to go on the ballot.

- Financial –

- Budget – Get in touch with Tonya and Samantha it talk to over
- Travis will get a price to replace the light out front that is broken
- Phyllis suggested that the Association pay to have the light turned on behind Arlene's house. Tracy is concerned that we would then have an obligation to get permission from everyone in the building to turn it on. Maureen brought up that there might be legal issues with the township. Arlene will find out specifics of getting it switched to the Middleton Estates account, call the township to make sure it is legal and get permission from the homeowners. Tracy will make a letter/form for the homeowners to sign. Will discuss at next meeting.
- We should bring up the subject of light poles behind the houses on the left at the annual meeting. Having all the information and it included in the budget, if possible.
- Phyllis brought up that there was not a CD purchased for the \$14,000. It had been discussed at a previous meeting that since the interest rates have dropped to below what the interest rate is, it was transferred to the Money Market Account temporarily. Katie has been watching for the rates to increase to above that level and will transfer back into a CD(s) when appropriate.
- Katie will provide checks written and deposits made over the past month. She will e-mail this to everyone for the past month after the meeting.
- Arlene suggested purchasing a safe deposit box for \$15 to store important documents. That way they cannot be lost or destroyed.

- Maintenance Issues –

- Lawn Service – Maureen
 - Jesse (Touch of Green) has been very helpful with answering questions and suggestions. He is going to get a price for spraying the pine trees that are being destroyed by bugs. It was discussed that we prefer that we are first on his list for service (snow plowing, etc) and he is very willing to work with us. Denise asked about his certificate of insurance and Maureen has a copy of it. We are named in the insurance certificate. Maureen can get a price on using the push mowers for certain lawns.
- Maureen wanted to know of there was any repairs needed to the parking lot behind the homes to the left. It was discussed that there is nothing needed at this time.

- Loose Ends

- Tracy suggested having Jesse (Touch of Green) and Mark (IWS) at the annual meeting to field questions from the Members. Maureen and Phyllis were concerned that they might not feel comfortable with answering concerns on the spot. Mark actually suggested that he attend the

meeting to answer questions. Tracy makes a motion vote, Jan seconds, Tracy, Jan votes yes; Travis, Maureen, Katie, Phyllis, Denise, Arlene, Judy vote no.

- The Annual Membership meeting is set for March 1, 2011 at 8 p.m. to be held at the Stuart Community Center.
- Tracy presented quotes from Erie and Fickel Insurance on new insurance rates with Bonding included as discussed at previous meetings. Denise suggested getting a quote from her own personal insurance agent. Will wait for a vote until that quote is received.
- Tracy would like everyone to think of an attorney to represent the Board, so that we can familiarize them with our bylaws before anything happens. Several names suggested. Will discuss at next meeting.

Meeting adjourned at 8:30 p.m.

Prepared by Katherine Landis 1/18/11