

**Middleton Estates Community Association  
Carlisle, PA 17013  
Regular Board Meeting**

**Date: January 13, 2012**

**Location: Stuart Community Center**

**Time: 6:30 pm**

**Board members in attendance:** Tracy Sharp, Katie Landis, Denise Adams, Judy Hershey, Steve LeGros, Bea Fisher, Jan Verow

**Board members absent:** Travis Young, Maureen Clay

**Agenda:**

Tracy called the meeting to order at 6:30.

**Open Floor:** (No Members )

**Open Floor Closed at 6:31 pm:**

**The following expense items were discussed from the Agenda:**

- **Approval of Meeting minutes from 12/13/11** –Motion was made by Denise to approve. Seconded by Judy. Vote was unanimous.
- **Architecture Issues** – Bea
  - No new issues to discuss
  - Roofs being replaced on units owned by Willier but color looks fine.
- **Maintenance Issues** – Travis
  - New mailbox installed – lettering will be added soon
  - It was brought to our attention that the bushes around gas line in rear of building 1 need trimmed. Gas company previously did this. We will need to make sure this is done with our contract in the Spring.
- **Website** – Denise
  - All minutes are up to date. Katie to send public financial reports to Denise to be uploaded.
  - Possibly include info about the “private” area at the annual meeting.
  - Denise suggested adding a section with “Announcements & News” to the front page of the website.
- **Recreation** – Steve
  - Nothing
- **Financial Report** - Katie
  - Monthly Report
    - 1 homeowner to be taken to the DJ this month. Also looking into updating lien on another.
  - Budget and Annual Meeting Prep
    - Went over rough budget and Katie will e-mail corrections to everyone.

- Tracy will work on Summary of Accomplishments.
- Taxes
  - Katie talked to Kevin Benton regarding taxes. Katie makes a motion to use Benton for our taxes. Seconded by Jan. Vote was unanimous.
- **Loose Ends**
  - Ballot
    - Need volunteers – ask around
  - Tracy will send a letter to the owners of the property behind building 1 about not driving through property.
  - Dog park – Jan talked to Ruben at the township and he is checking about permitted use. Stephanie (insurance) is checking with the underwriter of the insurance policy.
  - Lights – suggest owners install motion sensor lights on their homes for safety.

Meeting Adjourned at 7:55

Submitted by Katie Landis 1/10/12