

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

**Date:** July 23, 2024

**Time:** 6:00 pm

**Location:** Stuart Community Center

**Board Members in Attendance:** Jan Verow, Christina Gerlach, Pat Mainhart, Jim Porter,

**Board Members Absent:** Paul Beck, Jennifer Michaud Shana Strohecker

The meeting was called to order by Jan at 6:00 pm.

**Open Floor** – Waived since no homeowners were present.

**Approval of Minutes** - Minutes of the June 11, 2024 meeting were distributed and reviewed. Jan made a motion to accept, Christina seconded and the minutes were accepted by unanimous vote.

**COMMITTEE REPORTS**

**Publicity & Communications** - We discussed the park and the fact that it seems apparent that non-residents are using it. Jim shared some notices that he had received from former Board President Janna Books. The notices are designed to be placed on vehicles of non-residents who drive here to use the park. It informs them that it is private property and that if they are not a resident of Middleton Estate s they are trespassing. The Board agreed that we should begin using these notices as appropriate and Jim volunteered to monitor this since he lives near the park.

We agreed to consider drafting rules for the use of the park. This was prompted by the fact that people are driving onto the grass, using the park late at night, letting dogs run off leash, etc. One suggestion was to set hours for use of the park, post signs restricting vehicle access, etc. This will be discussed at future meetings.

We want to encourage residents to use the park and the Board will inspect the park in an effort to identify ideas to improve it. Initial suggestions include replacing the basketball hoop, replacing a tetherball pole that had once been there, etc.

**Architectural/Maintenance** – Christina provided pictures of two areas of sidewalk that are deteriorating. The first is in need of immediate repair and the other is not. We agreed that she should obtain an estimate from Level-Rite for the repair on the first one. The second one will be monitored for further deterioration.

In follow-up to the discussion at the June meeting Christina distributed a draft of a notice regarding trash and recycling bins. We agreed that the notice will be posted on the bulletin board and that the issue will be reviewed at the August meeting.

We discussed the possibility of obtaining magnetic sign holders to make it more practical to post notices on mailboxes.

Complaints have been received about two units with trash accumulating in yards or driveways, weeds and vines not being removed, etc. Letters will be sent to the homeowners.

Jim recommended removing the flag at the entrance temporarily because it is in disrepair. It gets damaged when it strikes the adjacent tree during windy weather. When last replaced, we switched from a 4 foot x 6 foot flag to a 3 foot x 5 foot flag in hopes this would keep the flag away from the tree but it did not. Until the tree is trimmed it is not practical to fly the flag without it quickly becoming damaged. The Board agreed that the flag should be removed and properly disposed of and that it should not be replaced until the tree has been trimmed. Trimming will not take place until the fall, when other tree issues will also be addressed.

### **Budget & Finance**

**Delinquent Accounts** – A full review of delinquent accounts was waived since updated information was not available in time for the meeting.

Jan will ask the Treasurer to attend our September meeting, which takes place roughly halfway through our fiscal year. At that time he will report on where we stand financially for the year and provide an estimate of expected revenue and expenses for the balance of the year so that this information can be used for planning purposes.

**NEXT MEETING DATE:** The next Board meeting was initially scheduled for August 20, 2024 from 6:00 -7:30 p.m. and was originally planned to take place at the park, though following the meeting this location was changed to the Stuart Community Center.

The meeting adjourned at 7:34 p.m.

Submitted by Jim Porter

HOA e-address: [middletonstatesboard@gmail.com](mailto:middletonstatesboard@gmail.com)

Mailing address: Box 248, Carlisle, PA 17013

Website: [middletonstateshoa.com](http://middletonstateshoa.com)