

Middleton Estates Community Association

Carlisle, PA 17013

Regular Board Meeting

Date: December 14, 2010

Time: 6:30 p.m.

Location: Stuart Community Center

Board members in attendance: Phyllis Hinderliter, Tracy Sharp, Judy Hershey, Denise Bowers, Jan Verow, Katie Landis, Maureen Clay

Board members absent: Travis Young, Arlene Galla

Tracy called the meeting to order

- Open Floor – the following items were brought up by Association Members:
 - Trash blowing from wind – please take in ASAP especially when windy
 - Put paper in a bag
 - Clean up trash down by the fence

Board Meeting Begins:

- Approval of 11/9/10 minutes
 - Motion made by Tracy, Seconded by Maureen
- New Printer - Katie
 - Was voted on and approved via e-mail (11/16/10)
 - Purchased and works well
- Trash Update - Tracy
 - They will also remove the extra bins by the park
 - New bins due in December 22, 2010
 - Switch out on December 28, 2010
 - Tracy wrote a letter to be sent to all those who requested the new bins
- Newsletter
 - Delivered 12/13/10 and will be mailed to landlords 12/15/10
- Secretary Position
 - Katie will ask her mom to take meeting minutes, Tracy will do the newsletter and Katie will do the resale certs.
 - Samantha Gilbert – Katie will call/e-mail her
 - Emily Ross – Maureen will call/e-mail her
 - Kim Knaub – Jan will call/e-mail her
- Financial
 - Bring back account balances report
 - Bring back delinquent account report
 - Orrstown – cramp@orrstown.com

- Interest for checking
 - Free online checking
- Website
 - Report – Met with Kimsan and went over changes and about a week later with him.
 - Still working on the Emergency page
 - Added the calendar back and adjusted it to fit better
 - Change phone number for contact to Katie's home number
 - Changes to be made to e-mail listed on the website were given to Denise
 - Utility Contact info – working on phone numbers
 - Bulk Pick-up info – documents with information on trash pick-up to be posted on the Utilities page
 - Ability for Tracy to post minutes directly onto the website is coming
 - Straighter version of the by-laws were found and will be posted
- Architecture Issues
 - Arlene not present but no new issues were noted.
 - An owner came to Tracy and asked who was responsible to replace the roof, the homeowner is responsible
 - Maureen would like to put together a FAQ list of issues like who is responsible for what for the website
- Maintenance /issues
 - Light poles – issue tabled until more research can be done about right of way and legal issues.
 - Lawn/Snow Service
 - Extending current contract until March 31, 2010 with A Touch of Green
 - He would like more contact with the Board about how to improve the situation
 - Pine tree that was diseased and replaced is beside tree that are still possibly infected – we should consider regular spraying of trees and bushes
 - Contracts were reviewed for R&R and A Touch of Green
 - Note in next newsletter about removing items from lawns the day of mowing
- Loose Ends
 - Still working on pricing out Association Insurance Plan (to include Bonding) with other agencies. Tracy will update this at next meeting.

Adjourned at 8:30 p.m. by Tracy - seconded Maureen

Submitted by Katie Landis 12/14/10