

Middleton Estates Community Association
Carlisle, PA 17013
Regular Board Meeting

Date: March 8, 2011

Time: 6:30 pm

Location: Stuart Community Center

Board members in attendance: Tracy Sharp, Katie Landis, Phyllis Hinderliter, Jan Verow, Denise Bowers, Travis Young, Maureen Clay, Bea Fisher, Steve LeGros, Judy Hershey

Board members absent: N/A

Agenda:

Tracy called the meeting to order at 6:35.

- Welcomed 2 new board members Bea Fisher & Steve LeGros.
- Passed out detailed info to all board members, updated phone #'s and e-mails.
- By-laws and covenants were given to Steve & Bea; Aerial maps given to all board members

Open Floor:

Open Floor Closed at 6:40 pm.

The following expense items were discussed from the Agenda:

- Approval of Meeting minutes from February 8th – No changes were made and a motion was made by Katie to approve, Seconded by Maureen. Vote was unanimous.
- Minutes from March 1st Annual Meeting were reviewed – Phyllis suggested including in the minutes thanking those who were going off the board (Arlene Galla & Denise Bowers). Phyllis suggested a change from 1 incumbent accepted should be 2 incumbents. Changes will be made to the minutes and these will be approved at the 2012 annual meeting by the association.
- Special Note: Tracy thanked Denise for taking the minutes and Jan for all the work the Nominating committee did.
- Financial – Katie
 - Refund check received from State Farm for \$900 for termination of old insurance policy. Check sent for new insurance policy.
 - Orrstown has found us a safe deposit box. Katie & Tracy will go in to sign for this.
 - Representative from Orrstown has offered to come to next Board meeting to discuss the benefits of online banking to make accounting easier.
- Architecture Issues –

- A request from a homeowner was presented at the Annual Meeting to make a motion to paint her front door another color. Color chart at Sherman Williams is incorrect. Suggested the homeowners bring requests to the board for approval through the Architecture Committee in the future. Phyllis made a motion if a homeowner wants to change the door color, bring your request to the Board. Katie Seconded. Tracy made a motion to let Marianna Doherty and Jan Verow paint their front doors black. Maureen seconded. Vote unanimous.
- Maintenance Issues – Travis
 - Trash Issues from Annual meeting – Extra bins have been removed from the park entrance.
 - Light – Travis took apart and painted the light. Quoted \$400 to replace. Cost for us to repaint, replace glass and clean - \$30.00.
 - Pear Tree Issue from Annual Meeting – another tree blew over between 38 & 40 Partridge. Judy's son took it out and took to compost place. It is the home owners responsibility to remove the tree – we were just helping out. There is much debate over if the homeowner is “required” to replace the tree per the by-laws. Tracy made a motion to table this until the next meeting. Seconded by Katie. All agree. Steve will bring some tree replacement recommendations to the next meeting.
 - May Yard Sale – set a date? Some feel May is too early. This was tabled to the next board meeting.
- Lawn/Snow Contract – Maureen coordinated with Touch of Green for the 1 year contract. Contract will be from April 1, 2011 to March 31, 2012. Mowing will be on Wednesdays weather permitting. Removal of mulch is not in the price of the contract, will discuss at next meeting. If resident would like Touch of Green to dig out and remove the existing mulch there would be a \$25 charge. Everyone will be notified when the mulching will be done. Suggestion was made that maybe a group of residents would like to help remove resident's mulch and use as fill-in at the park before new mulch is put in place. Fertilize & weed control is four (4) applications, sub-contracted out through Chem Lawn. A 2-week notice to owner will be given to choose not to or to have done. Tracy suggested taking out the Chem Lawn part out of the contract until the lawns “come back to life”. Perhaps it would be cheaper to call Chem Lawn on our own? Spring clean up \$200. \$45/hr miscellaneous requested work. Fuel charge 1% if gas goes over \$3.60 over a consecutive 4 week period. Snow removal is \$3950 per year, regardless if it snows or not. \$40,000 / 12 months. Hand mowing will be done at an additional cost. It was discussed that Association should trim trees, etc. Maureen asks Jesse about trimming of tree suckers. Pay for services rendered versus \$40,000/12 months. Steve, Maureen and Tracy will work together on to finalize contract prior to April 1.
- Website – Denise
 - Tracy made a motion to let JJJ.com go forward with the website design. Seconded by Phyllis. All in favor.
- Loose Ends
 - Voting of Officers –
 - Jan nominated Tracy for President – Maureen seconded – all agree
 - Katie nominated Jan for Vice President – Tracy seconded – all agree
 - Maureen nominated Katie for Treasurer – Tracy seconded – all agree
 - Tracy nominated Denise for Secretary – Katie seconded – all agree (non-voting member)
 - Committees –
 - Web Site Committee – Denise Bowers to chair

- Architecture Committee- Bea Fisher to chair
- Maintenance Committee – Travis to chair
- Finance Committee – Phyllis to chair
- Recreational Committee – Steve to chair
- Nominating Committee – To be determined closer to end of year
- Tracy working on Spring newsletter – send all suggestions to Tracy
- Steve suggested renters be informed of community activities
- Katie would like to replace Middleton Estates mailbox. Suggested alternatives. Tabled until next meeting. Needs further discussion.

Meeting adjourned at 8:45 p.m.

Submitted by Denise Bowers; Tracy Sharp

3/8/11