

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: March 7, 2023

Time: 6:30 pm

Location: Stuart Community Center

Board Members in Attendance: Jan Verow, Judy Darr, Christina Gerlach, Jennifer Michaud, Jordon Michaels, Jim Porter, Shana Strohecker

Board Members Absent: None

The meeting was called to order by Jan at 6:38 pm. She distributed binders containing various documents for discussion to each Board member.

Open Floor - Waived since no homeowners were present.

Approval of February Minutes - Minutes of the February 2023 meeting were approved via an email vote prior to the meeting.

Election of Officers – Since this was the first Board meeting following the Annual Meeting election the Board chose officers to serve during the coming year. After some discussion Judie moved to accept the nominees, Jordon seconded and the nominees were approved by a unanimous vote. The offices are:

President – Jan Verow

Vice President – Jennifer Michaud

Secretary – Jim Porter

Committee Appointments – New committees were appointed to serve during the coming year.

Recreation – Shana Strohecker (Chairperson)

Publicity & Communications – Jordon Michaels (Chairperson), Jan Verow

Budget/Finance – Marc Michaud (Chairperson), Jan Verow

Architectural & Maintenance - Judie Darr (Chairperson), Christina Gerlach, Brian Connelly

Nominating - Jennifer Michaud (Chairperson), Jim Porter, Elizabeth Connelly

Audit - Jan Verow (Chairperson, Marc Michaud, Cindy Carothers, CPA (SEK)

COMMITTEE REPORTS

Recreation – Shana mentioned that she would try to plan an even for the community to take place in September.

Budget/Finance/Delinquent Accounts & Notices - Jan distributed an updated list of past due accounts. Progress in collecting on these accounts continues to be made. The 5 accounts with the highest past due balances will soon receive a letter informing them that if payment is not made in the immediate future the accounts will be referred to our attorney.

Publicity & Communications – We determined that the date for the annual community yard sale will be May 20, 2023. This will be publicized as we get closer to the event.

Architectural & Maintenance – Jan does not yet have a mulching date from our landscaper but will communicate once it is received. Jim mentioned that one homeowner had added a comment on their annual meeting ballot suggesting that we might consider going without mulching this year as a cost saving measure. The Board decided that foregoing mulching was not in the best interest of the appearance of the community and it will take place as usual.

Jennifer provided some information on mailbox repair/replacement and commented that we could replace the pedestals rather than the entire mailboxes at a significantly lower cost. The issue of mailboxes will continue to be considered by the Board going forward.

Jordon mentioned that he had found a fairly deep in the grass near the bottom of the driveway adjacent to 49 Partridge. This may be a residual impact from when that area was dug up for utility work previously. Jim will look into it and fill it as needed.

Dogs without leashes and not under control of the owners continue to be a concern. This is a violation of both Township Code and the Association By-Laws. Two residents were identified as repeat offenders in this area and letters will be sent out.

OLD BUSINESS

Attorney Update - Our attorney has provided a written response to the questions posed in an earlier meeting. These responses are in the process of being reviewed.

NEXT MEETING DATE: The next regular monthly Board meeting is scheduled for April 11, 2023.

The meeting adjourned at 8:15 p.m.

Submitted by Jim Porter

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