

Middleton Estates Community Association
Carlisle, PA 17013
Monthly Board Meeting

Date: March 12, 2024

Time: 6:00 pm

Location: Stuart Community Center

Board Members in Attendance: Jan Verow, Christina Gerlach, Pat Mainhart, Jennifer Michaud, Jim Porter, Shana Strohecker

Board Members Absent: Jordon Michaels,

The meeting was called to order by Jan at 6:30 pm.

Open Floor – Waived since no homeowners were present.

Approval of Minutes - Minutes of the February 13, 2024 meeting were distributed and reviewed. Pat made a motion to accept, Christina seconded and the minutes were accepted by unanimous vote.

COMMITTEE REPORTS

Budget & Finance

Delinquent Accounts – The refinancing on the delinquent account that was in litigation has been completed and we anticipate receiving a check for the full past due balance any day now. It will not include legal fees of \$240.71 so this amount will be added to the account as a past due balance.

A second homeowner account is being prepared for the filing of a legal action.

All past due accounts are reviewed on a monthly basis and followed up on as needed. Letters continue to be sent to accounts with more than \$100 past due.

Architectural/Maintenance – We continued to discuss the issues of trees in the community. Our landscaper will research the cost associated with trimming or removing damaged trees and will include those trees in the flood plain behind the units on the south side in his research. Some of the trees in that area, which is MECA property, have the potential to damage nearby homes if they fall. An update on tree issues will be included in the Spring newsletter.

The newsletter will also include a reminder that the Bylaws require that any exterior renovations must be approved by the Board in advance of the work being completed.

Our landscaper will be doing mulching this Spring. The date has not yet been determined but will be communicated once it has.

The Board has received complaints about the condition of various properties within the community, including trash accumulating in driveways or elsewhere on properties and business

activities being conducted. Letters will be sent as appropriate and it will be mentioned in the Spring newsletter.

Publicity & Communications

Jan informed the board that Mary Schreiber had planted flowers at the entrance to the community and wanted to thank her.

The date for the yard sale was discussed. The most likely date will be the third Saturday in May, which is May 18. Once the date is finalized it will be communicated to the community.

Audit Committee – The Bylaws require that we have an Audit Committee and that our CPA be a part of it. Further discussion on this topic will take place at the April meeting, at which Officers are elected and committees are formed for the coming year.

NEW BUSINESS

Annual Meeting Recap – We spent some time reviewing and discussing the March 1, 2024 Annual Meeting. Unfortunately, turnout was quite light and there were not enough homeowners present to constitute a quorum as required by the Bylaws. This prevented any votes from being taken, including votes to approve the minutes of the 2023 Annual Meeting or to approve the 2024-2025 budget.

Though these two votes have traditionally been taken as part of the Annual Meeting, there is no requirement in the Bylaws or Covenants & Restrictions that they be voted on by the Homeowners. Therefore the Board voted on these matters as detailed below.

Budget - Christina made a motion to approve the 2024-2025 budget, Jennifer seconded and the budget was approved by unanimous vote.

Minutes of 2023 Annual Meeting - Jan made a motion to approve the minutes, Christina seconded and the minutes were approved by unanimous vote.

There was also some discussion that too much time at the Annual Meeting was spent discussing historical issues as opposed to focusing on current matters and the future of the community.

NEXT MEETING DATE: The next scheduled Board meeting will take place on April 9, 2024 from 6:00 -7:30 p.m.

The meeting adjourned at 7:43 p.m.

Submitted by Jim Porter

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