

# Middleton Estates Community Association

Carlisle, PA 17013

## Monthly Board Meeting

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**DATE:** March 8th, 2016

**LOCATION:** Stuart Community Center

**TIME:** 7:00 pm

**BOARD MEMBERS IN ATTENDANCE:** Tracy Sharp, Judy Hershey, Kathy Kauffman, Janna Books, Denise Adams, Katie Landis

**BOARD MEMBERS ABSENT:** None

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### AGENDA:

- Call to Order: Tracy called the meeting to order at: 7:19 PM
- Open Floor: There were 0 members in attendance
- Open Floor Closed: 7:20 PM
- Approval of minutes from the 2/16/16 meeting:
  - Denise made a motion to approve - Kathy Second - all in favor
- Architecture Issues:
  - None
- Maintenance Issues:
  - Landscapers have begun mulching common areas.
  - Mr. Hershey will replace light bulb in light at front
  - Janna working with "Nobody With Cats" to trap stray cats in field. Need to put a flyer out to make sure they aren't resident cats.
- Financial Report: (Katie)
  - Filing lien on 1 property this month due to overdue account. Only benefit to doing this is that it goes against personal credit. Would most likely not collect if foreclosed upon or filed bankruptcy due. We have signed judgement. Will send a letter to resident warning them we will be doing this.
  - Received invoice from Attorney for Annual Meeting work. Total was \$485.00. \$260 was for help with election info and attending the annual meeting. \$225.00 of invoice was for time spent on review of questions submitted directly to Attorney from Marty Line as well as a conference call with property owner Gwen Howell. In an effort to protect how the Association's money is being spent, and to assure its being spent wisely, the board will

instruct Attorney Shaw not to take personal calls or spend time on direct solicitations from homeowners without prior approval from the Board. Any issues should be taken to the Board before going to the Attorney since the Board is capable of answering these questions in most cases. Should homeowners want to pay for their own legal advice, they may do so on their own accord. We cannot spend the association's money frivolously and without approval. All agreed.

- Loose Ends:
  - Nominating Committee for 2016-17 - Judy Hershey will chair. Both Maureen Clay and Terry Vetter have both agreed to serve on the committee.
  - Need to make sure the April 12<sup>th</sup> meeting is in the bigger room just in case some members come.
  - Discussion of election and revised letter wording. Will prepare the letter and mail out on March 14<sup>th</sup>. Ballots will be mailed out around March 24<sup>th</sup>.
  - Working on Spring newsletter. Want to make sure dues reference is in there, cats, yard sale, speed through neighborhood, non-emergency number for police, new flyers from trash company.
  - Denise to post trash flyers to website as well as 2015 Annual Meeting minutes.
- Meeting Adjourned: 8:30

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**NEXT MONTHLY BOARD MEETING: April 12th**

**MEETING MINUTES SUBMITTED BY: Denise Adams**