**Middleton Estates Community Association**

Carlisle, PA 17013

Monthly Board Meeting

**Date:** May 11th, 2021

**Location:** Stuart Community Center

**Time:** 7:05pm

**Board Members in Attendance:** Katie Landis, Joshua Arvey, Jennifer Michaud, Janna Books, Joe Tubioli, and Justin El-Hajj

**Board Members Absent:** Jan Verow

**Agenda:**

* Call to Order: Janna called the meeting to order at 7:01pm
* Open Floor: There were 0 member(s) in attendance.
  + Open Floor Closed: 7:06PM
* Approval of minutes:
  + Approval of March minutes
  + Josh motion to approve March minutes. Katie seconded the motion
    - 5-yays
    - 0-nays
    - 1-abstained
* Old Business
  + Newsletter
    - Josh presented the May newsletter to the board to send out.
  + Snow contract
    - Justin reached out to Nick. He will be reaching out to other companies to determine to snow contract for the upcoming winter. He will come back with different companies and quotes. The board does want a company to have a minimum amount of workers to ensure that the job will be done correctly and time efficiently.
  + Sewer pipe caps
    - Justin and Joe are talking with the township to replace the caps. Justin is looking into fixing this. Justin and Joe will take a walk around the neighborhood to find all of pipes missing caps.
  + Yard sale
    - May 22nd is our date and June 13th will be the rain date.
* Business Arising/New Business
  + Unattended children in park
    - Justin is going to call the lawyer to figure out if the HOA could be liable in this situation.
  + Change of trash day
    - Waste management bought out Advanced Disposal. We received an e-mail stating that our trash day will be changed to Mondays beginning 5/17.
  + Monthly meeting time
    - We will continue meeting at the Stuart Community Center. The time will change to 6:30-7:30.
* Committee Recaps
  + Finance Committee
    - none at this time
  + Recreational Committee
    - none at this time
  + Maintenance committee
    - The railroad ties at the park are starting to come out of the wood. Justin did hit these back in. These need to stay under observation and fixed bi-yearly.
    - Justin installed a few new signs around the neighborhood
  + Publicity Committee
    - The website is coming along and will be done on track to be completed by the end of June.
* Budget:
  + Reviewed Financials
* Announcements
  + None at this time
* Ending Items
* Meeting Adjourned: 7:51PM

**Next Monthly Board Meeting:** June 8th, 2021

**Meeting Minutes Submitted By:** Joshua Arvey