

Middleton Estates Community Association
Carlisle, PA 17013
Regular Board Meeting

Date November 8, 2011

Location: Stuart Community Center

Time: 6:30 pm

Board members in attendance: Tracy Sharp, Katie Landis, Denise Adams, Travis Young, Jan Verow, Judy Hershey

Board members absent: Steve LeGros, Bea Fisher, Maureen Clay

Agenda:

Tracy called the meeting to order at 6:30.

Open Floor: (Marty Line & Phyllis Hinderliter in attendance)

Open Floor Closed at 7:05 pm:

The following expense items were discussed from the Agenda:

- **Approval of Meeting minutes from 9/20/11** –Motion was made by Katie to approve. Seconded by Travis. Vote was unanimous. **SPECIAL NOTE: NO OCTOBER MEETING/MINUTES DUE TO SCHEDULING CONFLICTS.**
- **Architecture Issues** – Bea (not in attendance)
 - No new issues to discuss
- **Maintenance Issues** – Travis
 - Need to start bids for Spring Contract. (Jesse, R&R, First Impression)
- **Website** – Denise
 - Additional utility information will be added to website.
 - A letter will be sent to homeowners with login and password information to access financial information.
- **Recreation** – Steve (not in attendance)
- **Financial Report** - Katie
 - Monthly Report
 - Jan Verow will be going to District Justice on Tuesday 11/11 for one individual that is delinquent.
 - Katie will research for someone to do our taxes.
 - Need to check with Maureen on when we can do our audit.
 - Need to order new checks
 - Revisit bill pay online
 - CD rates are still extremely low
- **Loose Ends**

Meeting Adjourned at 8:00

Submitted by Denise Adams 11/9/11