

# Middleton Estates Community Association

Carlisle, PA 17013

## Monthly Board Meeting

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**DATE:** October 16, 2018

**LOCATION:** Stuart Community Center

**TIME:** 7:00 pm

**BOARD MEMBERS IN ATTENDANCE:** Tracy Sharp, Judy Hershey, Janna Books, Stephanie Bragg, Kathy Kauffman

**BOARD MEMBERS ABSENT:** Katie Landis, Denise Adams

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### AGENDA:

- Call to Order: Tracy called the meeting to order at: 7:00 PM
- Open Floor: There was 0 member(s) in attendance.
- Open Floor Closed: 7:01 PM
- Approval of minutes from the 9/18/18 meeting:
  - Janna made a motion to approve - Stephanie Second - all in favor
- Architecture Issues:
  - None
- Maintenance Issues:
  - 10/5/18: Tracy met with Hench's Tree Service to get a quote on trimming numerous trees. Will send quote.
  - 10/8/18: Janna rec'd a phone call from Mary regarding ruts in her yard from the mowing. Janna to follow up.
  - 9/24/18: Rec'd e-mail from Peggy Porter regarding trimming of trees and removal of tree in front yard. Tracy will follow up with her.
- Financial Report:
  - Reviewed financials
- Loose Ends:
  - 9/22/18: Received e-mail from Shannon Fillippini regarding paying dues in bulk. Forwarded to Katie.
  - 10/11/18: Phyllis Hinderlighter spoke to Janna regarding the street lights out. These have already been reported to PP&L - just waiting on them to repair.
  - Newsletter to be distributed in November - reviewed draft and discussed

- Discussed working on a draft letter to be mailed out to all residents to explain lawncare issues this past summer.
  - Discussed changes to Bylaw summary - will attempt to distribute in December / January.
  - Meeting Adjourned: 8:30 PM
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**NEXT MONTHLY BOARD MEETING:** November 13, 2018

**MEETING MINUTES SUBMITTED BY:** Tracy Sharp