



# Castleton Estates, Inc.

Homeowner Association for Castleton Estates, Castlebrook and Hunters Woods

P.O. Box 50093

Indianapolis, IN 46250-0093

## 2024 Annual Meeting

**Date:** January 16, 2024

**Location:** Castleton UMC, 7101 Shadeland Ave. Indianapolis

**Agenda:** 6:15 PM Question and answer with city officials  
 7:00 PM Establish Quorum  
 Call to Order  
 Approval of 2023 Annual Meeting Minutes  
 Treasurer's Report  
 Budget  
 Election of Board of Directors  
 Major expenditures -  
     Pool and playground equipment  
 Other business

### 2023 CEHOA Board Members

Brenda Westfall	President
Matt Hoffman	Vice-President
Jim Boerger	Treasurer
Sandra Bowman	Secretary
Armand Hayes	Director
Chris Kaufman	Director
Laurie Satoski	Director

### Notes from the President

Communication and registration protocols are revised to meet Indiana HOA requirements.

Online Notification - We are moving from mailing to online notifications through our website. Mailed notification will be provided when requested. Please return the enclosed postcard with your signature and preferred notification method. The postcard should be mailed by January 20th to allow preparation for the annual assessment notice.

Online Registration - Registration will be completed online. A link to the form will be available following the annual meeting. A form will be mailed to all owners that have not indicated their communication preference.

Board Members - We need more board members. In order to have a functional board we need participation from the neighborhood. The costly alternative is to hire a property management company. This would require an increase in the annual assessment. Five board members will continue to serve in 2024. Two residents expressed interest in becoming members at the December board meeting. Additional members are needed. Volunteers are also needed to support special activities.

Playground Equipment - The rotten playground equipment was removed for safety concerns. If approved by the neighborhood, it will be replaced with commercial grade equipment. The cost of this will require the project to be spread out over several years. The plan is to expand the footprint to allow additional pieces that apply to a broader age group.

Pool - The pool is approaching its 50th birthday. Past boards have done a tremendous job of maintaining the facility, however we are looking at significant work that needs to be done. The board has been allocating unused funds to the reserve for the past several years in anticipation of these expenses and to reduce the need for an additional assessment increase or a special assessment. The work that is required is replacement of the deck, pool liner repair/replacement, drainage issues, and water leaks.

Pool Passes - As requested at the 2023 Annual Meeting, the board researched pool pass alternatives. Permanent pool passes will be created using the information submitted on the registration form. Pool passes will be provided as part of the assessment for all registrations submitted by March 1 with paid in full assessments. Registrations received or postmarked after March 1 may incur an extra fee for pool passes. Failure to register will prohibit access to the pool.

For more information go to [CASTLETONESTATES.COM](http://CASTLETONESTATES.COM)



## CEHOA 2024 Annual Meeting Proxy

The undersigned, as the legal owner of record of the property described below hereby appoints the individual so named here: \_\_\_\_\_ OR if left blank, Brenda Westfall, The President of Castleton Estates, (which is the homeowner's association governing the lots within Castleton Estates, Castlebrook, and Hunters Woods), as my proxy holder to attend the Annual Meeting of the members of Castleton Estates, Inc. pursuant to the association's By-Laws, to be held on **Tuesday, January 16, 2024 at 7:00 PM at Castleton United Methodist Church Family Life Center, 7101 Shadeland Ave., Indianapolis, IN 46256** and any other reconvened meeting thereof. The proxy holder named above has the authority to cast my vote and act for me the same as if I were personally present at the Annual Meeting as indicated below:

Unless I otherwise indicate on this proxy, I authorize and instruct my proxy to use his or her Best judgement on all matters which properly come before the meeting, and for which a general power may be used.

*"I affirm, under penalties of perjury, that by signing this proxy I have the authority to grant this proxy to the individual named above to exercise this proxy."*

\_\_\_\_\_  
**Owner's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Printed Name of Owner**

\_\_\_\_\_  
**Address of the owner's property within Castleton Estates, Castlebrook, or Hunters Woods**

The owner appointing this proxy can revoke it at any time in person or by issuing a new proxy on a later date or time. This proxy is valid only for the meeting for which it is given and any lawful continuation thereof. In no event is the proxy valid for more than one hundred eighty (180) days from the date this proxy is signed.

If you are unable to attend the meeting OR if you do not wish to attend, please sign, date and return this Proxy to the homeowner's association no later than the start of the annual meeting by giving it to a board member or other homeowner who can attend the meeting, email the it to **president@castletonestates.com** or **secretary@castletonestates.com** or mail it to **Castleton Estates, Inc., P.O. Box 50093, Indianapolis, IN 46250-0093**