

# MILLBROOK HOMEOWNERS ASSOCIATION

## Board of Directors

**December 10, 2003**

**Location:** 43 Morningside Dr, Rockland, MA

**Present.** Mark DiNino, Don Austin, Joe DiCienzo, Joe Ruffo

**Landscaper-** Mark Burns from Burns Landscaping attended for the first 15 minutes of the meeting and was willing to work with us on different parts of his proposal.

Burns Landscaping will need a Certificate of Insurance with Millbrook Homeowners Association Inc listed as additional insured.

Pull 4 trees, include in price and he will get the bid.

3 Bids were submitted

Voted Unanimous for Burns Landscaping.

### **Bookkeeper**

3 Bids Submitted

ECratchit was voted as the bookkeeping service

Invoices will go directly to ECratchit

Joe DiCienzo will help with the transition

### **Tax Service**

Business Accounting Services was voted for the tax returns service.

Voted Unanimous.

### **New Business**

Discussion of insurance options.

One outstanding account. Letter was served.

New Attorney. Ken DiFazio from Weymouth

### **Reorganization of the Board**

President- Don Austin

Vice President/ Secretary - Mark DiNino

Treasury- Joe Ruffo

Advisor- Joe DiCienzo (non voting)

Meeting Adjourned. Next meeting TBA.