

# Millbrook Homeowners Association

Board of Director's Meeting

Date: 9/27/05 7:00pm

Attendees: Mark DiNino-President  
Joe Ruffo – Vice President/Treasurer  
Rick Dunham – Secretary

Issues Addressed:

## 1. Budget/Collections

Joe informed the board that we haven't spent any more than last year in terms of expenditures. We have about \$3500 remaining in our budget. Joe is working on a breakdown of the 2006 Budget for the annual meeting.

As far as collections, the overall numbers are down from last year. The Association is owed \$2250 from 8 residences within Millbrook. Joe revealed a draft of the collection letter that will be sent out to all delinquent accounts. In the letter, these residents will be informed that they're names and addresses will be posted at the annual meeting. They will also not be permitted to vote, as they will not be considered "in good standing".

## 2. Annual Meeting

- **Location** - The board began discussing preparations for the annual meeting, to be held November 7<sup>th</sup> at 7pm. Rick will make the call to the Superintendent's office to request the Esten school cafeteria. **Rick has confirmed that once the necessary paperwork is completed, the Esten school will be available at 7:30. Costs will be \$100 to rent the cafeteria, as well as a \$24 per hour maintenance fee (2 hour minimum). Since the meeting will go no longer than 2 hours, the total fee should be \$148 dollars.**
- **Notification** – Jerry Blake will make the signs to be posted at the entrances to Millbrook. Joe has kindly offered the services of his kids to distribute the agenda/ballot to all residents.
- **Agenda** – The Board discussed the basic agenda for the meeting. The major issue to be addressed at the meeting will be the approval of the FY 2006 budget. In addition, each member of the BOD will give their respective reports, followed by the reports of the Activities and Safety Committee heads. We will also be discussing the issue of potholes within the development and what the board has been trying to do to repair them. We will reveal a petition for all attendees to sign that will be forwarded to the Highway department requesting assistance. Finally, the Board will gauge the interest of fellow association members in the creation of a Landscape Committee that would be responsible for coming up with ways to beautify the areas around Millbrook, including the skating pond entrances and park.

Meeting Adjourned at 7:30