

Millbrook Homeowners Association

Board of Directors

November 4, 2011

Dear Neighbors,

We would like to inform you about the meeting of the Millbrook Homeowners Association on Wednesday, November 9, 2011, from 7-9pm at the Harmon Golf Club located at 168 Concord Street in Rockland.

Enclosed is an information packet that includes

1. Proposed 2012 Budget
2. Profit and Loss Statement from the last 12 months.
3. Ballot
4. Information for proposed plans for our park.

*Please take the time to carefully read through the information so that you can make an informed decision.

Meeting Agenda

1. President Opening and Report
2. VP/Treasurer's Report
3. Secretary's Report
4. Committee Head Reports
 - a. Activities Committee
5. Old Business
6. New Business
 - a. Nominations for board position. Discussion & Vote
 - b. Park options presentation. Discussion & Vote
 - c. Other new business

NOTES:

1. The purpose of the meeting is to discuss Association Business. This is NOT a forum for neighbor disputes.
2. Note that the board and committee members are volunteers and pay the same dues.
3. We encourage you to enroll online to be on the Millbrook email list. Go to www.millbrookonline.com. Financial statements, service contracts, meeting minutes, FAQs, association covenants, and more are all posted online.
4. Questions or constructive suggestions can be emailed to the address below.
5. If you are new to the neighborhood and you are not sure if the board has your information, please email millbrookbod@millbrookonline.com

Millbrook Homeowners Association 2012 Budget

Income

209 Home @ \$330.00	\$ 68,970.00
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Total Income	\$ 68,970.00
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Expenses

Insurance	\$ 4,700.00
Real Estate Taxes	\$ 18,500.00
Corporate Taxes	\$ 350.00
Utilities	\$ 5,500.00
Reserve Account	\$ 1,000.00
Office (supplies, hall rental, etc)	\$ 700.00
Maintenance & Minor Projects	\$ 5,060.00
Landscaping Maintenance	\$ 27,700.00
Billing Service Bookkeeping	\$ 2,800.00
Activities Committee	\$ 1,000.00
Attorney Fees	\$ 1,000.00
Bad Accounts	\$ 660.00

Total Expenses	\$ 68,970.00
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NOTES:

1. 2012 Dues increase breaks down to ONLY \$3.33 per month per household or \$40 annually. This increase is primarily for the \$4000 one year increase in our property taxes.
2. Invoices will be issued in early January 2012 and payable by February 28, 2012. Payments received after this date will be charged a late fee of \$50.

MILLBROOK HOMEOWNERS ASSOC.
Profit & Loss
November 2010 through October 2011

	<u>Nov 10</u>	<u>Dec 10</u>	<u>Jan 11</u>	<u>Feb 11</u>	<u>Mar 11</u>	<u>Apr 11</u>	<u>May 11</u>	<u>Jun 11</u>	<u>Jul 11</u>	<u>Aug 11</u>	<u>Sep 11</u>	<u>Oc...</u>	<u>TOTAL</u>
Ordinary Income/Expense													
Income													
4100 · Dues	0	0	60,610	0	0	0	0	0	525	0	0	0	61,135
4200 · Late Fees	0	0	5	0	1,100	0	0	0	(135)	0	0	0	970
Total Income	0	0	60,615	0	1,100	0	0	0	390	0	0	0	62,105
Expense													
6120 · Bank Service Charges	0	0	0	3	0	0	3	3	3	(6)	0	0	6
6180 · Insurance	0	0	0	0	0	0	0	0	0	4,478	0	0	4,478
6250 · Postage	0	0	0	0	0	6	0	0	0	0	0	0	6
6270 · Professional Fees													
6280 · Legal Fees	0	(40)	(120)	0	0	0	0	0	393	0	0	(69)	164
6270 · Professional Fees - Other	392	0	443	316	206	150	67	121	445	69	60	0	2,268
Total 6270 · Professional Fees	392	(40)	323	316	206	150	67	121	838	69	60	(69)	2,432
6300 · Repairs													
6310 · Repairs & Maintenance	0	0	0	0	0	0	0	0	0	0	1,300	0	1,300
Total 6300 · Repairs	0	0	0	0	0	0	0	0	0	0	1,300	0	1,300
6350 · Travel & Ent													
6360 · Entertainment	0	350	0	0	0	0	50	75	96	655	0	0	1,226
Total 6350 · Travel & Ent	0	350	0	0	0	0	50	75	96	655	0	0	1,226
6390 · Utilities													
6400 · Electric	423	413	457	399	389	434	361	394	408	388	381	0	4,447
Total 6390 · Utilities	423	413	457	399	389	434	361	394	408	388	381	0	4,447
6600 · Taxes													
6610 · Real Estate	3,281	0	0	4,841	0	0	4,841	19	0	4,061	0	0	17,045
6600 · Taxes - Other	0	0	0	0	0	0	0	0	1	0	0	0	1
Total 6600 · Taxes	3,281	0	0	4,841	0	0	4,841	19	1	4,061	0	0	17,046
Total Expense	4,095	723	780	5,559	594	589	5,322	613	1,346	9,646	1,741	(69)	30,940
Net Ordinary Income	(4,095)	(723)	59,834	(5,559)	506	(589)	(5,322)	(613)	(956)	(9,646)	(1,741)	69	31,164
Other Income/Expense													
Other Income													
7010 · Interest Income	2	2	2	2	2	2	2	2	2	1	2	0	19
7030 · Other Income	0	0	0	0	0	0	0	0	0	6,920	0	0	6,920
Total Other Income	2	2	2	2	2	2	2	2	2	6,922	2	0	6,939

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Other Expense													
8000 · Landscape	2,658	4,616	0	2,308	2,308	4,616	0	2,308	2,308	2,308	4,616	0	28,045
Total Other Expense	<u>2,658</u>	<u>4,616</u>	<u>0</u>	<u>2,308</u>	<u>2,308</u>	<u>4,616</u>	<u>0</u>	<u>2,308</u>	<u>2,308</u>	<u>2,308</u>	<u>4,616</u>	<u>0</u>	<u>28,045</u>
Net Other Income	<u>(2,656)</u>	<u>(4,614)</u>	<u>2</u>	<u>(2,306)</u>	<u>(2,306)</u>	<u>(4,614)</u>	<u>2</u>	<u>(2,306)</u>	<u>(2,306)</u>	<u>4,614</u>	<u>(4,614)</u>	<u>0</u>	<u>(21,106)</u>
Net Income	<u>(6,752)</u>	<u>(5,337)</u>	<u>59,836</u>	<u>(7,865)</u>	<u>(1,800)</u>	<u>(5,203)</u>	<u>(5,321)</u>	<u>(2,919)</u>	<u>(3,262)</u>	<u>(5,032)</u>	<u>(6,355)</u>	<u>69</u>	<u>10,058</u>

Millbrook Playground Equipment Condition



Damaged Slide



Worn Out Flooring



Decaying Play Car



Drainage Problem



Broken & Missing Boards



Worn Out Floor Boards



Decaying Play House



Exposed Concrete Footings,
Rusty Swing Chains, & Worn Out
Swing Seats.



3 Benches Needing Repair

Playground Option 1



Playground Option 2



<u>Park Option</u>	<u>Description</u>	<u>Pro & Cons</u>	<u>Estimated cost per household</u>
Removal	Includes removal & disposal of existing playground, excavating, relocating boulders, re-planting, seeding, and mulching	No benefit, Decreases neighborhood desirability	\$87
Repair existing	Includes repairing surface boards, repainting, new swing chains new slide, excavating & wood chips	Less costly short term More expensive long term as requires ongoing maintenance Not vandal resistant	\$133
Playground replacement Option 1	Commercial Playground for ages 2-12 44 x 35 ft Replacement of swings Replacement of 3 benches Removal of existing Excavation New Chips, Drainage	Mid size playground set Vandal resistant design No maintenance required - made More costly short term Least costly long term due to no ongoing maintenance cost Increase desirability of neighborhood Increase home value	\$275
Playground replacement Option 2	Commercial Playground for ages 2-12 48 x 47 Replacement of swings Replacement of 3 benches Removal of existing Excavation New Chips, Drainage	Larger size playground set Vandal resistant design from steel & high quality materials More costly short term Least costly long term due to no ongoing maintenance cost Significantly Increase desirability of neighborhood Greater Increase home value	\$347

Millbrook Homeowners Association

Board of Directors

Name: _____

Street Address: _____

Vote (one vote per household)

1: Budget

- Accept the 2012 budget Do not accept the 2012 budget

2: Board Position

- Re Elect Mark DiNino, Current President (3 year term)
- Elect (write in name) _____

3. Park Plan Options (see attached information sheet and read it carefully)

Select One:

- Replace:** Option 1 Option 2
- Repair**
- Removal**

NOTE: Each selection will create a one time special assessment cost that is NOT included in the regular dues. The assessment will be collected several months after the regular dues are due.

NOTES:

1. Votes must be submitted by Wednesday, November 9, 2011, by 5:30pm to be counted. Send to 4 Tanzi Lane, 28 or 43 Morningside Drive.

2. **Neighbors who owe dues are NOT eligible to vote.** Full payment by bank check can be submitted at the meeting if delinquent neighbors wish to vote.