

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811
BOARD OF DIRECTORS' MEETING MINUTES

April 17, 2018

The meeting was called to order at 7:00 PM.

Directors present were Tony Alivento, Ruby Bussinger, Nathalia Nascimento, Marlene Ward, and Joyce Steinhardt. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Renee Alivento, Andy Parra, and Lillian Ramos were present at the start of the meeting.

A. Introduction of New Board Member – Mrs. Bussinger introduced Mrs. Nascimento to the other Board members.

B. Unit 34/ Covenant Enforcement – Mr. Kiebzak said that he has been in contact with the owner of this unit who is working with his tenants to correct the violations, so there is no action for the Board to take at this time.

PRESIDENT'S REMARKS – Mrs. Bussinger commented about a report which was written by Mr. Palmisciano that Mr. Alivento had distributed on his behalf. Some of the topics that are in the report are listed as agenda items under the session of New Business, so this report may be discussed at that time.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mrs. Bussinger to accept the minutes of the March 20, 2018, Board of Directors' meeting. Mr. Alivento, Mrs. Bussinger, and Mrs. Ward voted yae, and Mrs. Nascimento and Mrs. Steinhardt abstained from voting because they were not present at this meeting. The motion passed.

A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to approve the minutes of the April 4, 2018, Annual Meeting. Mr. Alivento moved to amend this motion which was seconded by Mrs. Steinhardt in order to remove an action which stated that the minutes for the Annual Meeting dated April 5, 2017, were read and approved at the April 18, 2017, Board of Directors' meeting. Mr. Alivento, Mrs. Bussinger, Mrs. Steinhardt, and Mrs. Ward voted yae, and Mrs. Nascimento abstained from voting because she was not present at this meeting. The motion passed.

A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to approve the minutes of the April 4, 2018, Organizational Meeting of the Board of Directors. Mr. Alivento, Mrs. Bussinger, Mrs. Steinhardt, and Mrs. Ward voted yae, and Mrs. Nascimento abstained from voting because she was not present at this meeting. The motion passed.

FINANCIAL REPORT - Mr. Kiebzak reviewed the March, 2018, financial statement and a separate report that projected an operating surplus as of March 31, 2018.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated April 17, 2018.

OLD BUSINESS

- A. Project List – Mrs. Bussinger said that this list will be discussed during the June meeting.
- B. Proposed Architectural Guideline/Security Camera – A motion was made by Mr. Alivento and seconded by Mrs. Nascimento to approve the Proposed Architectural Guideline for a Security Imaging Device dated April 17, 2018. The motion was unanimously approved.

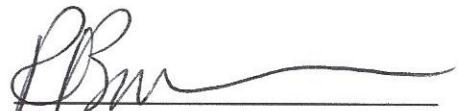
NEW BUSINESS

- A. Building Number – The Board discussed a report about building numbers that has been prepared by Mr. Palmisciano. A motion was made by Mr. Alivento and seconded by Mrs. Ward to purchase 97 Black and Gold (2110BG) square wall signs from Whitehall Products at a cost of \$5,989.75 that Mr. Palmisciano has volunteered to install for the Association. Mr. Alivento voted yae, and Mrs. Bussinger, Mrs. Nascimento, Mrs. Steinhardt, and Mrs. Ward voted nae. The motion did not pass.
- B. Landscape Enhancements Coral, Cypress, Willow Courts – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to approve Estimate #2611 that has been prepared by RLC Landscaping which is a proposal to prepare different locations on Cypress Court to install landscape material at a cost of \$2,355.50; and to approve Estimate #2626 that has been prepared by RLC Landscaping which is a proposal to prepare different locations on Coral and Willow Courts to install landscape material at a cost of \$2,531.00. The motion was unanimously approved.
- C. Larry Palmisciano/Resignation from the Board – The Association received the resignation of Mr. Palmisciano after the adjournment of the Organization Meeting of the Board of Directors on April 4, 2018.
- D. Lighting/Testing – The Board discussed a report about building lights that has been prepared by Mr. Palmisciano. A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to approve the purchase of Hykolity 45 watt LED Canopy lights at the best price that can be negotiated for a quantity purchase which will be used to replace an HPS light fixture when a bulb fails or if a fixture becomes inoperable. The motion was unanimously approved.
- E. Proposed Operating Budget July 1, 2018, to June 30, 2019 – The proposed budget was discussed. The Board is waiting for a revision of the Reserve Study in order to complete a draft of the budget for approval at a duly called meeting.

A motion was made by Mrs. Ward and seconded by Mr. Alivento to adjourn the meeting at 9:06 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,


Keith R. Kiebzak, CAM
KL Management Group, Inc


Signature
Rely Bussinger - President
Print Name and Title

Date: 5/15/18