

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811

BOARD OF DIRECTORS' MEETING MINUTES

April 19, 2022

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:01 PM.

Directors present were Wui Goh, Mary Hawks, Britta Jarvis, and Joyce Steinhardt. Ruby Bussinger was on vacation. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – There were no members present at the start of the meeting.

Director Andrew Robinson joined the meeting.

A motion was made by Mrs. Steinhardt and seconded by Mrs. Hawks to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 361, 423, 506, 604 and to correct the deed restriction violations within a two week time frame or a time frame at the discretion of the Manager or the Board President, otherwise their cases will be sent to the Association's attorney to initiate legal action to compel their compliance. The motion was unanimously approved.

PRESIDENT'S REMARKS – There were no comments from Vice-President Jarvis.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mr. Robinson to accept the minutes of the March 15, 2022, Board of Directors' Meeting, the April 6, 2022, Annual Meeting, and the April 6, 2022, Organizational Meeting of the Board of Directors. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the March, 2022, financial statement. Mr. Kiebzak provided an update on the delinquent accounts.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated April 19, 2022.

OLD BUSINESS

- A. Brook Court/Middle Court Concrete Work – This topic was discussed during the session of the Manager's Report.
- B. Clubhouse/Pool Locking System – This topic was discussed during the session of the Manager's Report.
- C. Concrete Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.
- D. Landscape Replacement/Property Wide – This topic was discussed during the session of the Manager's Report.
- E. Light Fixtures – This topic was discussed during the session of the Manager's Report.

OLD BUSINESS

F. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.

G. Sidewalk Repair/ Replacement/North Side of Property – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

A. Assessment Collection Policy – This topic was discussed during the session of the Manager's Report.

B. Clean Roofs – This topic was discussed during the session of the Manager's Report.

C. Manager's Report on Website – This topic was discussed during the session of the Manager's Report.

D. Proposed Operating Budget 2022-2023 – Mr. Kiebzak asked the Board to review the proposed budget for further discussion at the next duly called meeting.

E. Recognition Dinner/Certificate of Appreciation – Mrs. Jarvis briefed the Board about the dinner that she and Mrs. Bussinger had attended during which time Commissioner Burns recognized Middlebrook Pines as a community leader for District 6. Mr. Kiebzak showed the Board the commendation letter that was presented to Mrs. Bussinger and Mrs. Jarvis at this event.


A motion was made by Mrs. Jarvis and seconded by Mrs. Hawks to select the color of Provincial Tan for the top coat of the polymer coating system that will be used on the top side of the balcony concrete decks. Mrs. Hawks, Mrs. Jarvis, and Mr. Robinson voted yae, and Mr. Goh and Mrs. Steinhardt voted nae. The motion passed.

A motion was made by Mrs. Jarvis and seconded by Mrs. Steinhardt to accept the price change of \$35,197.50 for the increase of the cost of materials for the original contract with Vics Painting and Restoration, and to accept the price change of \$19,390.00 for the increase of the cost of materials for the polymer coating contract with Vics Painting and Restoration. The motion was unanimously approved.

ADJOURNMENT - A motion was made by Mr. Robinson and seconded by Mrs. Hawks to adjourn the meeting at 8:35 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,


Keith R. Kiebzak, CAM
KL Management Group, Inc.



Signature

Ruby Bussinger, President
Print Name and Title

Date: May 17, 2022