

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

BOARD OF DIRECTORS' MEETING MINUTES

April 20, 2021

The meeting was called to order at 7:08 PM.

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

INTRODUCTION OF VISITORS – There was nobody present at the start of the meeting.

Mr. Kiebzak said that the owner corrected the violation at unit 203/5254 Brook Court.

A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 223, 444, 456, and 462 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 case 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 Mrs. Bussinger.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Ward to accept the minutes of the March 16, 2021, Board of Directors Meeting, the April 7, 2021, Annual Meeting, and the Organizational Meeting of the Board of Directors dated April 7, 2021. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the March, 2021, financial statement and the Financial Report dated April 20, 2021. Mr. Kiebzak provided an update on the delinquent accounts.

A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt that the late charges which have accrued on unit 527 will remain intact as a condition of the payment plan that has been offered up by the unit owner. The motion was unanimously approved.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated April 20, 2021.

Concrete Repair Roadway/Bamboo Court – A motion was made by Mr. Alivento and seconded by Mrs. Ward to accept the proposal from Gosalia Concrete Constructors, Inc. dated April 15, 2021, at a cost of \$5,330.00. The motion was unanimously approved.

Concrete Restoration of Roadways – In the update of this report, Mr. Kiebzak inadvertently stated that he had reported a defect to Mr. Gosalia, however he had reported the problem to Mr. Stanley.

City of Orlando Recycling – Mrs. Bussinger said that she would like to consider a recycling container on Bamboo Court contingent on the successful use of the container on Cypress Court.

MANAGER'S REPORT

Parking Stall/Striping – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to accept the proposal from D&C Parking Lot Maintenance dated April 19, 2021, at a cost of \$2,000.00. The motion was unanimously approved.

OLD BUSINESS

- A. Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.
- B. Concrete Repair/Roadway – Coral, Cypress, Willow, Courts - This topic was discussed during the session of the Manager's Report.
- C. Concrete Repair Roadway/Bamboo Court - This topic was discussed during the session of the Manager's Report.
- D. Fence Replacement buildings 1 thru 13 – This topic was discussed during the session of the Manager's Report.
- E. OUC/Recycling – This topic was discussed during the session of the Manager's Report.
- F. Parking Stalls/Striping – This topic was discussed during the session of the Manager's Report.
- G. Sidewalk Repair/South Side - This topic was discussed during the session of the Manager's Report.

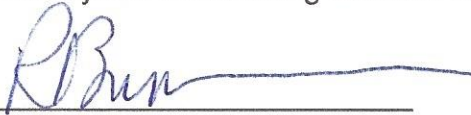
NEW BUSINESS

- A. Proposed Operating Budget July 1, 2021 to June 30, 2022 – Mrs. Bussinger and Mr. Kiebzak provided a brief summary in regard to the first draft of the budget.

A motion was made by Mrs. Ward and seconded by Mrs. Jarvis to adjourn the meeting at 8:39 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 18, 2021