

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

BOARD OF DIRECTORS' MEETING MINUTES

August 16, 2022

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:10 PM.

Directors present were Ruby Bussinger, Mary Hawks, Britta Jarvis, Andrew Robinson, and Joyce Steinhart. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Gloria Grehl was present at the start of the meeting.

Unit 522/5293 Willow Court/Request Waiver of Late Charge – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to keep the July late charge intact. The motion was unanimously approved.

A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 129, 504, 506, and 522 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 Mrs. Bussinger.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Hawks to accept the minutes of the July 19, 2022, Board of Directors' Meeting. The motion was unanimously approved.

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

Unit 239/Request Payment Plan/Court Order – A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to accept the offer from the owners who want to pay off the legal fees and costs in two years provided a) they agree to pay the legal fees and costs to prepare the agreement and for Soto's office to monitor the plan, and b) they agree to assign the Association lien rights so that the Association can take collection action if necessary, as if the owners had become delinquent with their assessments. 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 August 16, 2022.

Balcony Condition Assessment And Concrete Restoration – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to approve the change order which deals with the removal of paint on each balcony deck at a cost of \$3.00 per square foot. The motion was unanimously approved.

MANAGER'S REPORT

Balcony Condition Assessment And Concrete Restoration - A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to approve the change order for the expenditure of additional funds for engineering fees. The engineer will need to spend more time to supervise the work to replace the number of balcony decks that are being found which require replacement. This expense will cost about \$35,375.00 to \$43,875.00 for the next three months, and will be funded from the reserve account. The motion was unanimously approved.

OLD BUSINESS

- A. Clubhouse/Pool Locking System – This topic was discussed during the session of the Manager's Report.
- B. Concrete Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.
- C. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.
- D. Striping Parking Areas – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

- A. Concrete Balcony Restoration Project/Approve Change Order/Engineering Fees – This topic was discussed during the session of the Manager's Report.
- B. Concrete Balcony Restoration Project/Approve Change Order/Vics Painting – This topic was discussed during the session of the Manager's Report.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to adjourn the meeting at 8:13 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: September 20, 2022