

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811
BOARD OF DIRECTORS' MEETING MINUTES
August 24, 2021

The meeting was called to order at 7:05 PM.

Directors present were Ruby Bussinger, Wui Goh, Mary Hawks, Britta Jarvis, and Joyce Steinhardt. Keith Kiebzak was present to represent KL Management Group, Inc. Marlene Ward contacted Mr. Kiebzak to tell him that she would not be attending this meeting.

APPOINTMENT TO FILL VACANT SEAT ON THE BOARD – A motion was made by Mrs. Bussinger and seconded by Mrs. Hawks to appoint Andrew Robinson to fill the vacancy that was created by the resignation of Tony Alivento. The motion was unanimously approved.

CONCRETE BALCONY RESTORATION MEETING – George Tibedo who is the engineer of record was present by teleconference call to make a recommendation to the Board to hire the services of Western Specialty Contractors for this project.

INTRODUCTION OF VISITORS

Larry Palmisciano was present at the start of this meeting to voice his opinion that it was not necessary to replace the fence that is around the pool or the locking system for the pool.

Unit 442/5321 Bamboo Court/Noise Nuisance – Mr. Kiebzak said that the Board does not need to take action on this issue because he has not received any complaints after the owner sent the tenant a Seven Day Eviction Notice to Quit letter. The owner and the tenant of this unit were present to discuss this matter at the behest of Mr. Goh. Mr. Kiebzak said he did not extend an invitation to any of the parties involved in this matter because there was no cause to make this request.

A motion was made by Mrs. Hawks and seconded by Mrs. Bussinger to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 404, 406, 423, 426, and 716 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 Mr. Goh to accept the minutes of the July 20, 2021, Board of Directors' Meeting. Mrs. Bussinger, Mr. Goh, Mrs. Hawks, Mrs. Jarvis and Mrs. Steinhardt voted yae, and Mr. Robinson abstained from voting. The motion was approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the July, 2021, financial statement and the Financial Report dated August 24, 2021. 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 August 24, 2021.

Middlebrook Pines Condominium Association, Inc.
Board of Directors' Meeting Minutes
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MANAGERS REPORT

Balcony Condition Assessment And Concrete Restoration – A motion was made by Mrs. Steinhardt and seconded by Mrs. Hawks to hire Western Specialty Contractors of America at their base bid of \$184,438.00. The motion was unanimously approved.

City of Orlando Recycling – There was no objection to a request from Mr. Kiebzak to remove this topic from the Manager's Report because the program has been implemented.

Drainage Work – A motion was made by Mrs. Bussinger and seconded by Mr. Robinson to approve proposals #5002 and #5003 both dated July 19, 2021, from RLC Landscape for a total cost of \$1,444.10. The motion was unanimously approved.

OLD BUSINESS

A. Clubhouse/Pool Locking System – A motion was made by Mr. Goh and seconded by Mrs. Bussinger to approve the proposal from Omni Hawk dated June 28, 2021, at a cost of \$7,448.51. The motion was unanimously approved.

B. Late Charge – The coupon books for the fiscal year starting July 1, 2021, were delivered to the membership later than usual because the operating budget was approved in June. A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to waive late charges for the month of July for owners that were not already in arrears at the beginning of the month. The motion was unanimously approved.

C. OUC/Recycling – This topic was discussed during the session of the Manager's Report

D. Pool Fence Replacement – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to hire Ireland Surveying at a cost of \$1,200.00 to perform the survey of the recreational area which needs to be included with the permit application for the replacement of the fence. The motion was unanimously approved.

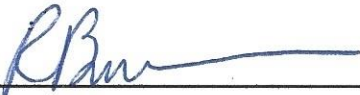
NEW BUSINESS

A. Street Name: Add to House Number on Fence/Unit 640/5260 Cypress Court – A motion was made by Mrs. Steinhardt and seconded by Mrs. Bussinger to approve the Association's purchase of a plaque which includes the street name and matches the style of the existing house number. The unit faces Coral Court, so the owner routinely receives packages that are not for her. There is another unit on Coral Court that has the identical house number. The motion was unanimously approved.

A motion was made by Mrs. Steinhardt and seconded by Mr. Goh to adjourn the meeting at 9:39 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: September 21, 2021