

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

December 13, 2022

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:00 PM.

Directors present were Ruby Bussinger, Britta Jarvis, Mary Hawks, Andrew Robinson, and Joyce Steinhart. Wui Goh was away on a family vacation. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Prerakkumar Macwan was present with his partner at the start of the meeting.

A. Unit 612/5266 Coral Court/Request Waiver of Late Charges – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to keep the October and November late charges intact. The motion was unanimously approved.

PRESIDENT'S REMARKS – Mrs. Bussinger announced that she will be out of town for two weeks starting as of December 15, 2022.

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

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

Unit 312/5385 Elm Court – A motion was made by Mrs. Jarvis and seconded by Mrs. Hawks to instruct Mrs. Escoffery to bid up to the judgment amount at the foreclosure sale that is scheduled for January 12, 2023. The motion was unanimously approved.

Unit 527/5264 Willow Court – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to accelerate the payment plan and to pursue foreclosure of the unit. The motion was unanimously approved.

MANAGER'S REPORT (Any enumeration of items below matches the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated December 13, 2022.

Landscape Replacement – Mr. Kiebzak said that Mr. Gunnels told him that he should be able to finish the irrigation overlay and send it to the Association before Christmas Day.

Erosion – A motion was made by Mrs. Bussinger and seconded by Mr. Robinson to approve the proposal from Cepra Landscaping at a cost of \$7,405.00 which is designed to correct the erosion that has occurred on the creek side of B86 that is next to B86, and at the areas which are located on the south side of the lake next to B78 and B79. The motion was unanimously approved.

MANAGER'S REPORT

Erosion - A motion was made by Mrs. Hawks and seconded by Mrs. Jarvis to approve the proposal from Nunn Pressure Grouting, Inc. at a cost of \$2,650.00 which will repair a portion of the concrete on the patio deck of 5279 Cypress Court (B86). The motion was unanimously approved.

Hurricane Report – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to approve the proposal from Cox Arboricultural Services, LLC, at a cost of \$6,020.00 for the cleanup of the property after the hurricane as well as the routine maintenance which involved pruning trees that were touching the buildings. The motion was unanimously approved.

Janitorial – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to terminate the contract with AKA Services and hire Diwills Go Clean at the rate of \$370.00 per month which provides twice a week service. The motion was unanimously approved.

OLD BUSINESS

- A. Balcony Railing/Paint Buildings – 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. Erosion B 86/Lakeside – This topic was discussed during the session of the Manager's Report.
- E. Hurricane Cleanup – This topic was discussed during the session of the Manager's Report.
- F. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.

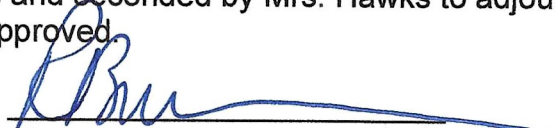
NEW BUSINESS

- A. Fence Replacement – This topic was discussed during the session of the Manager's Report.
- B. Holiday/Seasonal Decoration Guideline – A motion was made by Mrs. Jarvis and seconded by Mrs. Hawks to approve the Holiday/Seasonal Regulations 1st Revision policy to be effective at the conclusion of the current holiday season. The motion was unanimously approved.
- C. Janitorial Service – This topic was discussed during the session of the Manager's Report.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mrs. Hawks to adjourn the meeting at 8:28 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: January 17, 2023