

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

BOARD OF DIRECTORS MEETING MINUTES

December 18, 2014

The meeting was called to order at 7:12 PM.

Directors present were Ruby Bussinger, David Lovely, Larry Palmisciano, Joyce Steinhardt, and Marlene Ward. Tony Alivento was unable to attend this meeting because of a prior commitment. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – There were no members present at this meeting.

PRESIDENT'S REMARKS – There were no comments from the President.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mrs. Ward to accept the minutes of the November 19, 2014, Board of Directors Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the November financial statement and a separate report that projected an operating surplus as of November 30, 2014.

Mr. Kiebzak referred to the Aged Owners Balance Report while giving a verbal report on the following units.

Unit 213 - The Association has received a copy of the Certificate of Title. Larsen and Associates was told to close their file on this matter.

Unit 212 – The owner has been given a deadline of January 8, 2015, to satisfy the lien on the property otherwise the Association will foreclose on the lien.

Unit 314 – The new owner has paid their share of the past due balance which is \$2,757.36. The Association was required to write off \$16,738.91 as a bad debt expense.

Unit 404 – The mortgage foreclosure judgment was entered and recorded on October 22, 2014. The sale date is January 6, 2015.

MANAGER'S REPORT - Mr. Kiebzak gave a verbal report. Jan-Pro Cleaning Service is the new janitorial service, and will start work effective January 1, 2015. The contract with Majestic Cleaning Services contains a thirty day termination clause. There were also some provisions of the contract supplied by Jan-Pro which required modification, so that it would be acceptable to the Association.

Mr. Kiebzak said that he has received the audit of the financial statements for fiscal year 2013-2014.

The landscape company improperly pruned twenty-six magnolia trees that are located on the boulevard alongside Middlebrook Road. A motion was made by Mrs. Ward and seconded by Mr. Lovely to require that Turfco, Inc. replace them with the same species of tree and at the size they were when initially planted. The motion was unanimously approved.

OLD BUSINESS

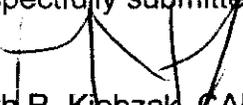
A. Sidewalk Repair – Mr. Kiebzak said that PJQ, Inc. will start the project on December 15, 2014. The owner of the company expects to complete the work by December 19, 2014.

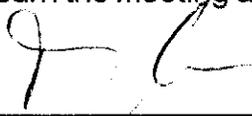
B. Towing Service – A motion was made by Mr. Palmisciano and seconded by Mrs. Ward to terminate the contract with Rikers Roadside Service and to enter into a contract with P-Gilles Store Towing Services Corp. The motion was unanimously approved.

NEW BUSINESS – No discussion ensued.

A motion was made by Mr. Lovely and seconded by Mrs. Ward to adjourn the meeting at 8:03 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,

  
Keith R. Kiebzak, CAM  
KL Management Group, Inc

  
\_\_\_\_\_  
Signature  
Tony Alisanti VP  
\_\_\_\_\_  
Print Name and Title  
Date: 11/22/2015