

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

February 21, 2023

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:03 PM.

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

INTRODUCTION OF VISITORS – Gloria Grehl, Lee Martens, and Troy Melum were present at the start of the meeting. The Board of Directors answered their questions.

Mr. Marten commented that the creek sometimes has an unpleasant odor, and that trash periodically collects at the east end. Mr. Kiebzak said that the landscape company routinely picks up debris. Mr. Marten said that the pine tree on the south side of building 2 has a root system that is exposed above ground which has damaged the potable water plumbing lines. He said that a car cover keeps blowing off a vehicle that parks adjacent to building 1.

Mr. Melum was told that he cannot change out a fence at his owner expense. The Board advised that they have not committed to a timetable on replacing all the fences on the property until they complete a review of the financial statements. He was directed to the website to obtain a copy of the Association's rules and regulations. Mr. Melum was told that the board meetings are not available for attendance via video conferencing. He said that one of the pickets is bent on a railing at 5329 Bamboo Court.

Mrs. Grehl stated that the City of Orlando is receptive to restarting the recycle program and proposed setting up a Neighborhood Watch Program.

Mr. Kiebzak said that the owners at Unit 347/5362 Elm Court and Unit 622/5289 Coral Court have corrected their violations.

A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 341, 346, 404, 425, 454, 618, and 725 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 remarks from Mrs. Bussinger.

MINUTES – A motion was made by Mrs. Steinhart and seconded by Mr. Robinson to accept the minutes of the January 17, 2023, Board of Directors' Meeting and the January 24, 2023, Board of Directors Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the January 2023, financial statement and the Financial Report dated February 21, 2023. Mr. Kiebzak provided an update on the delinquent accounts.

MANAGER'S REPORT (Any enumeration of items below matches the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated February 21, 2023.

MANAGER'S REPORT

Landscape Replacement – A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to approve the Construction Management Agreement with Sunscape Consulting dated February 17, 2023. 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. Fence Replacement – B 21 and B29/Property Wide – 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.
- G. Project List – This topic will be discussed under New Business.

NEW BUSINESS

- A. Holiday Decorations Policy Revision – A motion was made by Mrs. Bussinger and seconded by Mr. Jarvis to approve the Holiday/Seasonal Regulations 3rd Revision policy to be effective at the conclusion of the current holiday season. The motion was unanimously approved.
- B. Board of Directors Meeting/Change to March 28th – The Board was agreeable to changing the date.
- C. Clubhouse Enhancements – The Board discussed updating the décor to include improving the technology for video conferencing.
- D. Pool Bathrooms and Wall Shower – The Board discussed updating these features which included making them easier to maintain and clean.
- E. Striping Parking Areas – Mr. Kiebzak will be working to collect bids for this project.
- F. Tennis Courts/Long Term Solution – The Board discussed the condition of the courts and if the area needs to be re-purposed to accommodate new trends.

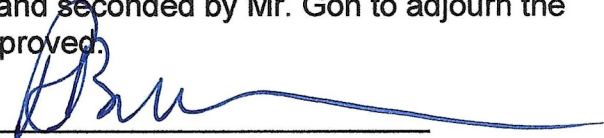
Middlebrook Pines Condominium Association, Inc.
Board of Directors' Meeting Minutes
February 21, 2023

Mrs. Bussinger said that she is shopping for a new website that is more efficient to manage and has an administrator that is more accessible. She discussed having a link for members to make online payments and to access their account history and active violations. A motion was made by Mrs. Bussinger and seconded by Mr. Goh to authorize Mrs. Bussinger to terminate the existing website company and hire a new company with a setup fee not to exceed \$700.00 and a monthly maintenance fee not to exceed \$100.00. The motion was unanimously approved.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mr. Goh to adjourn the meeting at 9:05 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: March 28, 2023