

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

BOARD OF DIRECTORS' MEETING MINUTES

June 20, 2023

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:01 PM.

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

INTRODUCTION OF VISITORS – Gloria Grehl, Jo Warren, and Larry Palmisciano were present at the start of the meeting.

Unit 214/5300 Brook Court/Legal Fees and Costs – The owner notified Mr. Kiebzak that she would not be able to attend the meeting this evening. The Board took no action.

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 413, 482, 488, and 527 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 – Mrs. Bussinger said that the development of the new website is taking longer than expected.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Hawks to accept the minutes of the Board of Directors Meeting dated May 16, 2023, the Board of Directors Meeting dated May 23, 2023, and the Board of Directors Meeting dated June 8, 2023. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the May 2023 financial statement and the Financial Report dated June 20, 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 June 20, 2023.

Landscape Replacement – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to approve the additional cost of \$4,764.78 for the final invoicing of this project. The motion was unanimously approved.

Tennis Court – A motion was made by Mrs. Bussinger and seconded by Mr. Robinson to approve the estimate from Varsity Court at \$11,937.00. The motion was unanimously approved.

## OLD BUSINESS

A. Balcony Railing/Paint Buildings – This topic was discussed during the session of the Manager's Report.

OLD BUSINESS

- B. Clubhouse Enhancements – No discussion ensued.
- C. Fence Replacement Property – This topic was discussed during the session of the Manager's Report.
- D. Landscaping Recreation Area – This topic was discussed during the session of the Manager's Report.
- E. Pool Bathrooms and Wall Shower – This project is on hold and will be addressed in conjunction with enhancements to the interior of the clubhouse.
- F. Pool Lighting – This topic was discussed during the session of the Manager's Report.
- G. Tennis Court Lighting – This topic was discussed during the session of the Manager's Report.
- H. Tennis Court Long Term Solution – No discussion ensued.
- I. Tennis Court Maintenance – This topic was discussed during the session of the Manager's Report.

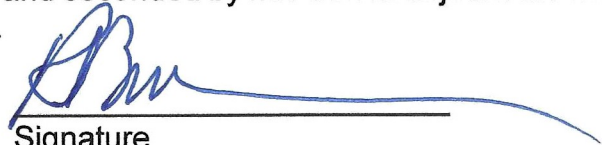
NEW BUSINESS

- A. Retain New Attorney – This topic was discussed during the session of the Manager's Report.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mr. Goh to adjourn the meeting at 8:44 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,

  
Keith R. Kiebzak, CAM  
KL Management Group, Inc.

  
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Signature

Ruby Bussinger, President  
Print Name and Title

Date: July 18, 2023