

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

BOARD OF DIRECTORS' MEETING MINUTES

May 17, 2022

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:09 PM.

Directors present were Ruby Bussinger, Wui Goh, and Britta Jarvis. Andrew Robinson joined the meeting via teleconference call. Mark Hawks and Joyce Steinhardt were on vacation. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – There were members present at the start of the meeting.

A motion was made by Mrs. Jarvis and seconded by Mr. Goh to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 112, 125, 212, 249, and 337 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. Jarvis and seconded by Mr. Robinson to accept the minutes of the April 19, 2022, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the April, 2022, financial statement. 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 May 17, 2022.

OLD BUSINESS

- A. Clean Roofs – 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. Landscape Replacement /Property Wide – This topic was discussed during the session of the Manager's Report.
- E. Light Fixtures – 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. Proposed Operating Budget 2022-2023 – A motion was made by Mrs. Jarvis and seconded by Mrs. Steinhardt to accept the proposed operating budget for fiscal year 2022-2023. The motion was unanimously approved.

H. Sidewalk Repair/ Replacement /North Side of Property – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

The date for Budget Meeting was set for June 7, 2022.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mr. Goh to adjourn the meeting at 8:32 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,



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

  
Signature

Britta Jarvis, Vice-President  
Print Name and Title

Date: June 21, 2022