

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

BOARD OF DIRECTORS' MEETING MINUTES

November 16, 2021

The meeting was called to order at 7:02 PM.

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

INTRODUCTION OF VISITORS

A motion was made by Mrs. Steinhardt and seconded by Mrs. Jarvis to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 103, 124, 133, 226, 241, 335, 345, 360, 432, 521, and 607 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. Steinhardt and seconded by Mr. Robinson to accept the minutes of the October 19, 2021, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the October, 2021, financial statement and the Financial Report dated November 16, 2021. 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 November 16, 2021.

Director Wui Goh joined the meeting.

OLD BUSINESS

A. Clubhouse/Pool Locking System – This topic was discussed during the session of the Manager's Report.

B. Concrete Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.

C. Elm Court Concrete Work – This topic was discussed during the session of the Manager's Report.

D. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

A. Appoint Director to the Office of Vice-President – A motion was made by Mrs. Steinhardt and seconded by Mr. Goh to fill the position of Vice-President of the Association that had remained vacant since the resignation of Tony Alivento. The motion was unanimously approved.

A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to adjourn the meeting at 8:02 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,



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

  
Signature

Ruby Bussinger, President  
Print Name and Title

Date: December 28, 2021