

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

November 20, 2018

The meeting was called to order at 7:00 PM.

Directors present were Tony Alivento, Ruby Bussinger, Britta Jarvis, Joyce Steinhardt, and Marlene Ward. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Renee Alivento and Gloria Grehl were present at the start of this meeting. Mrs. Alivento said that she has suspended her work on the fence replacement project until a date to be determined which will be based on the Boards progress on the balcony and roadway projects.

A. Covenant Enforcement/Unit 326 – The matter has been resolved, so the Board took no action on this item.

PRESIDENT'S REMARKS – Mrs. Bussinger stated that she will be on vacation from November 21st through November 30th.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mrs. Ward to accept the minutes of the October 16, 2018, Board of Directors' meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the October 2018, financial statement.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated November 20, 2018.

MANAGER'S REPORT/SHINGLE REPLACEMENT – Mr. Kiebzak reviewed the report dated November 20, 2018.

Irrigation – A motion was made by Mr. Alivento and seconded by Mrs. Bussinger to terminate the contract with A&H Sprinklers, Inc. and to hire RLC Landscaping, LLC to manage and service the irrigation contract provided that the owner of A&H Sprinkler does not want to lower the labor rate for service work to \$50.00 per hour. The motion was unanimously approved.

#### OLD BUSINESS

A. AC Units/Shingle Projects – Mr. Kiebzak reported that Mr. Hernandez will not provide a damage deposit to the Association in the event that an AC is damaged because it is properly protected from falling debris. He understands that he is responsible for the repair or replacement of an AC unit if one is damaged.

B. Building Insulation/Shingle Project - This topic was discussed during the session of the Manager's Report.

C. Drainage - This topic was discussed during the session of the Manager's Report.

D. Irrigation System - This topic was discussed during the session of the Manager's Report.

OLD BUSINESS

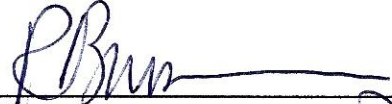
E. Street Sign/Front Entrance - This topic was discussed during the session of the Manager's Report.

NEW BUSINESS – There were no topics for discussion.

A motion was made by Mr. Alivento and seconded by Mrs. Ward to adjourn the meeting at 8:26 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: 12/18/18  
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