

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

October 18, 2022

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:04 PM.

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

INTRODUCTION OF VISITORS – Tom Del La Cruz, Fawn Lewis, and Jo Warren were present at the start of the meeting.

Mrs. Warren asked that some branches be pruned from a tree that is adjacent to the sidewalk because she has to avoid them when walking to her unit.

Unit 214/5300 Brook Court/Architectural Approvals – Mr. Del La Cruz distributed a written request with some photos of light fixtures that he wants to install in the ground outside the front gate of his patio. A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis not to approve his request. The motion was unanimously approved.

A motion was made by Mrs. Bussinger and seconded by Mr. Goh to approve the placement of the existing patio pavers with the owner having the knowledge that they can be removed by the Association in the future without further notice and at no compensation to the owner. The Association may find that when new landscape enhancements are installed a barrier that separates the soft-scape from the hard-scape may not be necessary or the Association may contemplate the installation of a uniform barrier (edging). The motion was unanimously approved.

A motion was made by Mr. Robinson and seconded by Mrs. Steinhardt not to approve the placement of flat boards to lie alongside the inside edge of the sidewalk which would place the boards in the shrub bed. The motion was unanimously approved.

E. Unit 337/5349 Elm Court /Covenant Enforcement/Legal Fees and Costs - A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to keep the legal fees and costs intact. Mr. Kiebzak agreed to pay half of the cost because his office did not follow the protocol of contacting the owner to correct the violation as one last effort to avoid sending the file to the attorney because the Board had approved to initiate legal action. The motion was unanimously approved.

A. Unit 113/5274 Middle Court/Payment Plan-Approve – The owner did not submit a payment plan, so the Board took no action on this item.

C. Unit 222/5287 Middle Court/Request to Waive Late Charges – A motion was made by Mrs. Bussinger and seconded by Mr. Robinson to keep the late charges intact. The motion was unanimously approved.

A motion was made by Mrs. Jarvis and seconded by Mrs. Steinhardt to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 333 and 355 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 she will be excusing herself from the meeting at 8:15 PM because she has family at the house.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mr. Robinson to accept the minutes of the September 20, 2022, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the September, 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 October 18, 2022.

#### Covenant Enforcement

Unit 239/5250 Brook Court/Remove Entry Door with Window – A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to agree to the settlement stipulation being prepared by The Soto Law Firm provided that the owners agree to the same terms as previously offered by October 31, 2022, and that the first payment is to be made in November 2022, otherwise the Board withdraws their offer and payment in full is due immediately. 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. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS – No discussion ensued.

ADJOURNMENT - A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to adjourn the meeting at 8:38 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: November 15, 2022