

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

BOARD OF DIRECTORS' MEETING MINUTES

October 20, 2020

The meeting was called to order at 7:05 PM.

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

**INTRODUCTION OF VISITORS** – Jason Henry who is the aide for Commissioner Burns was present at the start of the meeting. Mr. Henry will find out if there is oversight of AT&T operations from any governmental agency of Florida. Mr. Henry said that he would contact Dan Pollack who is with AT&T to ask him to contact the Association to help resolve the ongoing problems.

A motion was made by Mrs. Bussinger and seconded by Mrs. Jarvis to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owners of units 231, 232, and 249 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 case will be sent to the Association's attorney to initiate legal action to compel their compliance. The motion was unanimously approved.

Unit 326/5373 Elm Court – A motion was made by Mrs. Bussinger and seconded by Mrs. Hawks to approve a payment plan to pay off the balance of \$322.00 that is due through September 30, 2020. Each month the owner will pay \$50.00 toward the arrearage and pay the currently accruing assessment. The late charge which would accrue because of the outstanding balance will be waived provided that the payment each month is paid before the expiration of the grace period. The motion was unanimously approved.

**PRESIDENT'S REMARKS** – Mrs. Bussinger stated that she is writing a newsletter for distribution by mail. She will comment on the Architectural Guideline for Exterior Building Wiring rule during the session of Old Business.

**MINUTES** – A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to accept the minutes of the September 15, 2020, Board of Directors' meeting. The motion was unanimously approved.

**FINANCIAL REPORT** - Mr. Kiebzak reviewed the September, 2020, financial statement and the Financial Report, dated October 20, 2020.

**MANAGER'S REPORT** (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated October 20, 2020.

**Concrete Restoration of Roadways** – Mr. Kiebzak said that he received word from Gosalia on October 19th that they will start the project on November 9th.

Middlebrook Pines Condominium Association, Inc.  
Board of Directors' Meeting Minutes  
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MANAGER'S REPORT

Covenant Enforcement

Unit 239/ 5250 Brook Court/Remove Entry Door with Window – Mr. Kiebzak said that mediation has not been confirmed for tomorrow so it will need to be rescheduled.

Palm Tree Pruning – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt Advance Tree Pros at a cost of \$50.00 per tree if they will not to do the work at \$48.00 per tree. The motion was unanimously approved.

OLD BUSINESS

- A. Balcony Restoration Project – This topic was discussed during the session of the Manager's Report.
- B. Concrete Repair/Roadway – This topic was discussed during the session of the Manager's Report.
- C. Exterior Wiring Rule – Mrs. Bussinger amended the agenda to add for discussion the topics of Revised Architectural Guidelines for Satellite Dish Installation and the Proposed Architectural Guideline for Air Conditioning Retrofit-Version 4.

A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to approve the Revised Architectural Guidelines for Satellite Dish Installation and the Proposed Architectural Guideline for Air Conditioning Retrofit-Version 4 incorporating the hand written changes that were on the copies which were distributed by Mrs. Bussinger. The motion was unanimously approved.

A motion was made by Mrs. Jarvis and seconded by Mr. Goh to approve the Architectural Guideline for Exterior Building Wiring. The motion was unanimously approved.

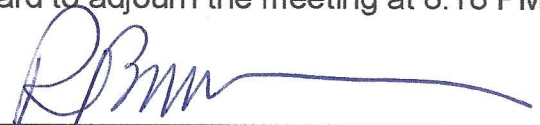
NEW BUSINESS

- A. Palm Tree Trimming – This topic was discussed during the session of the Manager's Report.
- B. Umbrella Rule Modification – A motion was made by Mrs. Jarvis and seconded by Mr. Bussinger to approve the revised Rule 7.F.1. The motion was unanimously approved.

A motion was made by Mr. Alivento and seconded by Mrs. Ward to adjourn the meeting at 8:18 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 17, 2020