

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

BOARD OF DIRECTORS' MEETING MINUTES

September 20, 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, Andrew Robinson, and Joyce Steinhart. Keith Kiebzak was present to represent KL Management Group, Inc.

Mrs. Bussinger changed the order of the agenda because Mr. Gunnels had not arrived for the meeting.

INTRODUCTION OF VISITORS – Gloria Grehl, Al Weger-Padilla, and Thomas De La Cruz were present at the start of the meeting.

Director Mary Hawks joined the meeting.

Unit 214/5300 Brook Court/Legal Fees and Costs/Covenant Enforcement – Mr. De La Cruz who is the owner's representative was present for the Board's decision. A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to keep the legal fees and costs intact. The motion was unanimously approved.

LANDSCAPE ARCHITECT/BLAKE GUNNELS/LANDSCAPE PLAN – Mr. Gunnels arrived to the meeting and apologized for being late. Traffic was interrupted by an accident. Mr. Gunnels was present to provide an explanation for the design of his plan by responding to questions that were given to him in advance of the meeting.

INTRODUCTION OF VISITORS – This session of the meeting resumed after the departure of Mr. Gunnels.

Unit 238/5256 Brook Court/Request Waiver of Late Charge – A motion was made by Mrs. Jarvis and seconded by Mr. Goh to keep the late charges intact. The motion was unanimously approved.

Unit 333/5353 Elm Court/Request Waiver of Late Charge – A motion was made by Mrs. Jarvis and seconded by Mr. Goh to keep the late charge intact. The motion was unanimously approved.

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 238 and 251 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.

Unit 527/5264 Willow Court/Payment Plan Defaulted – Mr. Kiebzak said that the owner made a visit to the attorney's office and brought her account current. The Board took no action on this item.

PRESIDENT'S REMARKS – There were no comments from Mrs. Bussinger.

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MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Jarvis to accept the minutes of the August 16, 2022, Board of Directors' Meeting, and the August 30, 2022, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the August, 2022, financial statement. Mr. Kiebzak said that there was an increase in the working capital from July to August to correct the description on the report. 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 September 20, 2022.

Balcony Condition Assessment And Concrete Restoration – The Board agreed unanimously that it is time to start to paint the balcony railings.

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 Mrs. Hawks to adjourn the meeting at 9:31 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,


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



Signature

Ruby Bussinger, President
Print Name and Title

Date: October 18, 2022