

MIDDLEBROOK PINES CONDOMINIUM ASSOCIATION, INC.
5255 CYPRESS COURT
ORLANDO, FLORIDA 32811
BOARD OF DIRECTORS' MEETING MINUTES
September 21, 2021

The meeting was called to order at 7:10 PM.

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

INTRODUCTION OF VISITORS

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 311, 312, 469, and 725 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 August 24, 2021, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the August, 2021, financial statement and the Financial Report dated September 21, 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 September 21, 2021.

MANAGERS REPORT

Palm Tree Pruning – A motion was made by Mrs. Steinhardt and seconded by Mrs. Jarvis to approve the estimate to prune the palm trees and remove a dead pine tree on Coral Court at a cost of \$6,715.00. The motion was unanimously approved.

Landscape Replacement – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to resume the replacement of landscape material that is dead or missing starting with Coral Court and moving clockwise around the property. The motion was unanimously approved.

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. OUC/Recycling – This topic was discussed during the session of the Manager's Report.

OLD BUSINESS

- D. Pool Fence Replacement – This topic was discussed during the session of the Manager's Report.
- E. Street Name: Add to House Number on Fence/Unit 640/5260 Cypress Court – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

- A. Elm Court Concrete Work – This topic was discussed during the session of the Manager's Report.
- B. Palm Tree Pruning – This topic was discussed during the session of the Manager's Report.

A motion was made by Mrs. Jarvis and seconded by Mr. Goh to adjourn the meeting at 8:22 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 19, 2021