

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

August 27, 2019

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

Directors present were Tony Alivento, Ruby Bussinger, Mary Hawks, Britta Jarvis, Joyce Steinhardt, and Marlene Ward. Keith Kiebzak was present to represent KL Management Group, Inc. Wui Goh contacted Mr. Kiebzak to tell him that he would not be attending the meeting because he was en route from Tampa and stuck in traffic.

INTRODUCTION OF VISITORS – John Adams and Crystal Santos were present at the start of the meeting. Mr. Adams expressed his concern about the wildlife that has been injured because of the careless use of fishing equipment (hooks, lines, miscellaneous fishing tackle) by individuals who fish in the pond. A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to install “No Fishing” signs around the lake to protect the wildlife and for the safety of the people who are in that vicinity. The motion was unanimously approved.

A. Covenant Enforcement/Unit 401/Refrigerator - The refrigerator has been removed from the patio, so there is no action to be taken by the Board of Directors.

B. Covenant Enforcement/Unit 413/Cable Lines – A motion was made by Mrs. Steinhardt and seconded by Mrs. Bussinger to initiate legal action to compel the owner to remove the cable lines. The motion was unanimously approved.

PRESIDENT'S REMARKS – Mrs. Bussinger said that the website has been updated. She has scheduled a virtual meeting this Saturday with the website administrator to learn if she is could make updates to the website which would speed up the process. Mrs. Bussinger stated that she has prepared a project list which she will distribute and discuss during the session under New Business.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mrs. Ward to accept the minutes of the July 16, 2019, Board of Directors' meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the July, 2019, financial statement and the Financial Report dated August 27, 2019.

A motion was made by Mrs. Ward and seconded by Mrs. Jarvis to write off the amount on any owner's account who carries a balance that is equal to or less than \$2.00. The motion was unanimously approved.

A motion was made by Mrs. Ward and seconded by Mrs. Bussinger to remove the outstanding balance on the account of Unit 467 as an offset against the value of the landscape material that is in the common area. The motion was unanimously approved.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated August 27, 2019.

Covenant Enforcement:

Unit 444/ 5317 Bamboo Court – A motion was made by Mrs. Bussinger and seconded by Mrs. Ward to terminate legal action to compel the owner to paint the sliding glass door framework because they have complied with this request. The motion was unanimously approved.

Tree Pruning – A motion was made by Mrs. Bussinger and seconded by Mrs. Ward to ratify an earlier decision by the Board to accept a proposal from The Sunbelt Tree Service that is dated July 31, 2019, at a cost of \$9,250.00 for work that has already been completed. The motion was unanimously approved.

Landscape Replacement – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to approve Estimate #3729 at a cost of \$ 4,685.00 that was prepared by RLC Landscaping for the purpose of installing landscape enhancements on Bamboo Court. The motion was unanimously approved.

OLD BUSINESS

- A. AT&T Cable on Property – This topic was discussed during the session of the Manager's Report.
- B. Balcony Condition Assessment and Concrete Restoration – This topic was discussed during the session of the Manager's Report.
- C. Concrete Repair/Roadway – This topic was discussed during the session of the Manager's Report.
- D. Pool Resurface – This topic was discussed during the session of the Manager's Report.
- E. Tree Pruning/Removal – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

- A. Calendar of Annual Events – Mrs. Bussinger reviewed a planner which contained a list of all administrative and maintenance tasks that occur on an annual basis. Mrs. Bussinger asked the Board to review and to provide their input if there are items that need to be added, modified, or removed from the list.
- B. Landscape Enhancements – This topic was discussed during the session of the Manager's Report.

Mrs. Bussinger distributed a Project List which contained a list of projects that were in progress and additional items from which she asked each of the Board members to select three items that they believed should be made active. Mrs. Bussinger asked the Board to provide their input, if there are items that need to be added, modified, or removed from the list.

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Mr. Alivento requested that the Association pay the cost of \$300.00 for a contractor to remove a portion of sidewalk, so that there was access to repair a plumbing line that services the unit that is located at 5356 Elm Court. Discussion ensued, and the consensus was that this circumstance was not an expense to be paid for by the Association.

A motion was made by Mr. Alivento and seconded by Mrs. Ward to adjourn the meeting at 9:21 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,

Keith R. Kiebzak, CAM
KL Management Group, Inc

Signature

Ruby Bussinger
Print Name and Title

Date: September 17, 2019