

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

March 17, 2020

The meeting was called to order at 7:02 PM.

Directors present were Tony Alivento, Ruby Bussinger, Britta Jarvis, Joyce Steinhardt, and Marlene Ward. Mary Hawks was unable to attend this meeting because of a family commitment. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – There were no members present at the start of the meeting.

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

Director Wui Goh joined the meeting.

MINUTES – Mrs. Bussinger added the minutes of the February 21, 2020, Board of Directors' meeting to the agenda as a topic for discussion. A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to accept the minutes of the February 18, 2020, Board of Directors' meeting, and the February 21, 2020, Board of Directors' meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the February, 2020, financial statement and the Financial Report dated March 17, 2020.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated February 18, 2020.

Landscape Replacement/Cypress Court – A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to approve Estimate #4147 at a cost of \$ 9,880.00 that was prepared by RLC Landscaping which addresses the installation of new plant material on Cypress Court. The motion was unanimously approved.

OLD BUSINESS

- A. AT&T – 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. Short Term Rental – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

A. Landscape Replacement/Cypress Court – This topic was discussed during the session of the Manager's Report.

A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to close access to the pool area until April 9, 2020, in order to be in compliance with the emergency executive orders from the mayors of Orange County and the City of Orlando which pertain to the Covid19 Pandemic. This motion is subject to keeping the pool closed for a longer period time if recommended or required by a governmental guideline or by an executive order from any local, state, or federal authority. The motion was unanimously approved.

A motion was made by Mr. Alivento and seconded by Mrs. Jarvis to close access to the use of the clubhouse for public use until May 3, 2020, in order to be in compliance with the emergency executive orders from the mayors of Orange County and the City of Orlando which pertain to the Covid19 Pandemic, and in anticipation that the original deadline could be extended by an executive order or a governmental guideline.

Mr. Kiebzak stated that he will maintain office hours until he is compelled to close the office.

A motion was made by Mr. Alivento and seconded by Mrs. Ward to adjourn the meeting at 9:00 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: April 21, 2020