

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

September 17, 2019

The meeting was called to order at 7:09 PM.

Directors present were Ruby Bussinger, Wui Goh, Mary Hawks, and Joyce Steinhardt. Tony Alivento, Britta Jarvis, and Marlene Ward notified Mr. Kiebzak in advance of the meeting that they were not well and would not be attending the meeting. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Larry Palmisciano was present at the start of the meeting.

A. Unit 331/Request to Remove Late Charge – The owner paid the late charge, so no discussed ensued.

B. Unit 608/Request to Remove Late Charge – Mr. Kiebzak stated that he is investigating how the payment was processed, so there is no action for the Board to take at this time.

PRESIDENT'S REMARKS – Mrs. Bussinger said that the website has been updated. She has spoken with the website administrator about eliminating the ability for tenants to access the website and is working on this option. Mrs. Bussinger will investigate restricting access of the public to specific information that is available on the website.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mrs. Hawks to accept the minutes of the August 27, 2019, Board of Directors' meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the August, 2019, financial statement and the Financial Report dated September 17, 2019.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated September 17, 2019.

Light Fixtures – A motion was made by Mrs. Steinhardt and seconded by Mr. Goh to accelerate the plan to replace the older fixtures regardless whether they still function because of the failure rate of those that remain. The motion was unanimously approved.

Covenant Enforcement/Unit 413/5351 Bamboo Court – Mr. Kiebzak clarified that the attorney has sent the owner a 30 day demand letter to remove the loose cables that are strewn on the balcony.

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. Project List – Mrs. Bussinger distributed the list which had been updated to show everyone's choice of their top three priorities.

NEW BUSINESS

- A. Light Fixtures – This topic was discussed during the session of the Manager's Report.

The next Board meeting will be scheduled for October 8, 2019. Mrs. Bussinger and Mr. Kiebzak will be out of town visiting family.

A motion was made by Mrs. Hawks and seconded by Mr. Goh to adjourn the meeting at 8:30 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 8, 2019