

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

BOARD OF DIRECTORS MEETING MINUTES

May 20, 2014

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

Directors present were Ruby Bussinger, David Lovely, Joyce Steinhardt, and Marlene Ward. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Larry Palmisciano was present.

PRESIDENT'S REMARKS – There were no comments from the President.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mrs. Ward to accept the minutes of the April 15, 2014, Board of Directors Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the April financial statement and a separate report that projected an operating surplus as of April 30, 2014. Mr. Kiebzak said that the increase of the operating surplus can be attributed to two items. The Association had paid off the amount due on the loan used to finance the property insurance so there was no payment in April and the amount of prepaid assessments had increased. A Collection Status Report dated May 20, 2014, was included with the financial statement which provided a written narrative about the status of the delinquent accounts.

A motion was made by Mr. Lovely and seconded by Mrs. Steinhardt to instruct Larsen's and Associates to close their collection files on Unit 222/ Mizicko and on Unit 314/Laganin and transfer them to Brian Kracht. The motion was unanimously approved.

MANAGER'S REPORT – Mr. Kiebzak reviewed the Manager's Report dated May 20, 2014.

I. Lawsuit – A motion was made by Mr. Lovely and seconded by Mrs. Steinhardt to instruct Mr. Kracht to contact the law firm which has been hired by the insurance company to represent the Association's interest on the insurance claim. Mr. Kracht also needs to be asked to what extent the Board's level of engagement should be on this matter. The motion was unanimously approved.

IV. Project List

B. Landscape Replacement – A motion was made by Mr. Lovely and seconded by Mrs. Ward to accept the proposal from Turfco, Inc. dated April 15, 2014, at a cost of \$3,365.25. The motion was unanimously approved.

V. Tax Deed Sale /Unit 512, 5280 Willow Court – A motion was made by Mr. Lovely and seconded by Mrs. Steinhardt not to participate in the bidding at the auction in order to take title to this unit. The motion was unanimously approved.

## OLD BUSINESS

- A. Landscaping – This topic was discussed under the session of the Manager’s Report.
- B. Proposed Operating Budget: 2014/2015 – COA 40021/Rent Unit 512 will have to be removed because the Association will not own this unit after the tax deed sale. COA 60180/Insurance Property can be reduced by \$10,000.00 because of the reduction of the annual premium at its renewal on May 15, 2014. There has been a decrease in the number of the units that legal action had been taken to collect from these delinquent accounts. The amount of funds allocated to COA/Legal can be reduced to compensate for an anticipated increase in the amount of funds that will have to be allocated to COA 71005 Pooling Reserves.

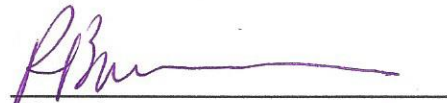
## NEW BUSINESS

- A. Drainage Problem/Building 74, 75, 77 – Mr. Kiebzak reviewed his written report dated May 20, 2014.
- B. Paint Exterior of Clubhouse - A motion was made by Mr. Lovely and seconded by Mrs. Ward to accept the proposal labeled Estimate 130 from Kevin Henry, dated June 17, 2013, to paint the exterior walls and doors of the clubhouse and the interiors of both pool side bathrooms at a cost of \$900.00. The motion was unanimously approved.
- C. Repair Concrete Walkways – Mr. Kiebzak reviewed his written report dated May 20, 2014.

A motion was made by Mr. Lovely and seconded by Mrs. Ward to adjourn the meeting at 8:00 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,

Keith R. Kiebzak, CAM  
KL Management Group, Inc

  
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Signature

*Ruby Bussinger / President*  
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Print Name and Title

Date: 5/20/14