

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

BOARD OF DIRECTORS MEETING MINUTES

February 19, 2013

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

Directors present were Tony Alivento, Ruby Bussinger, Raymond Diaz, David Lovely, Larry Palmisciano, Joyce Steinhardt, and Marlene Ward. Keith Kiebzak was present to represent KL Management Group, Inc.

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

PRESIDENTS REMARKS – There were no comments from the President.

MINUTES

A motion was made by Mrs. Steinhardt and seconded by Mr. Lovely to accept the minutes of the January 15, 2013, Board of Director's meeting. The motion was unanimously approved.

FINANCIAL REPORT

Mr. Kiebzak reviewed the January financial statement and a separate report that projected an operating surplus as of January 31, 2013. Mr. Kiebzak said that the reduction in the operating surplus is because of expenses involving the annual audit of the financial records, the correction of drainage issues around several of the buildings, a repair to a sewer line, repairs to the unit that is owned by the Association which is located at 5280 Willow Court, and the stenciling and striping of the parking areas.

MANAGER'S REPORT

Mr. Kiebzak reviewed a Manager's Report dated February 19, 2013.

4. Mistletoe on Oak Trees – A motion was made by Mr. Alivento and seconded by Mr. Lovely to accept a bid from The Sunbelt Tree Service at a cost of \$1,350.00. The scope of work entails the removal and stump grinding of two oak trees on Bamboo Court, the pruning of two oak trees on Bamboo Court, and the pruning of a maple tree next to the unit located at 5349 Elm Court. The motion was unanimously approved.

5. Air Conditioner for Clubhouse – A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to accept the bid from Dave Tyson at a cost of \$3,150.00. A new 4 ton 13 seer system will be installed to replace the existing system. The motion was unanimously approved.

6. Building 34/Tree Removal – A motion was made by Mr. Alivento and seconded by Mr. Diaz to remove the bottlebrush tree that is located next to the water meters which service the four units in this building. Roots from this tree damaged one of the water supply lines which meant that an owner was required to call a plumber in order to get the pipe repaired. The motion was unanimously approved.

7. Pool Leak – A motion was made by Mrs. Steinhardt and seconded by Mr. Palmisciano to accept the bid from Florida Leak Locators, Inc. at a cost of \$550.00. This company will use electronic equipment to locate the source of any leak, patch the pool if it can be done from inside, and mark the spot where a repair is needed if the source of the leak is underground. Mr. Kiebzak would have to get estimates to find out what the cost would be to repair an underground leak. The motion was unanimously approved.

OLD BUSINESS

A. Magnolia Trees/Pear Trees – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS

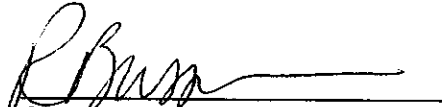
A. Air Conditioner for Clubhouse - This topic was discussed during the session of the Manager's Report

B. Building 34/Tree Removal - This topic was discussed during the session of the Manager's Report.

A motion was made by Mr. Alivento and seconded by Mr. Palmisciano to adjourn the meeting at 7:45 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: 3/19/13
