

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

BOARD OF DIRECTORS MEETING MINUTES

October 15, 2013

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

Directors present were Tony Alivento, Ruby Bussinger, Joyce Steinhardt, and Marlene Ward. Keith Kiebzak was present to represent KL Management Group, Inc. Mr. Kiebzak reminded everyone that Raymond Diaz had visited his office since the time of the September board meeting to announce his resignation from the Board because of a scheduling conflict with work. Mr. Diaz has not submitted a written resignation. Larry Palmisciano contacted Mr. Kiebzak earlier to say that he would not be attending this meeting.

INTRODUCTION OF VISITORS

A. Caple Howden /Discuss Replacement Cost Values on the Buildings – Mr. Howden explained the method that was used by the appraiser to calculate the replacement cost value of a building, and then explained the method used by the insurance company. The appraiser looked at the property with an assumption that several buildings might have to be reconstructed in the event damage occurred because of a catastrophe. The replacement cost would be lower due to the economies of scale. The insurance company assumes that a catastrophe might involve only one building thus the replacement cost will be assigned a higher value. Mr. Howden will meet with the appraiser to discuss the methods both are using to calculate the replacement cost for a building to see if there is a means to reconcile the difference, and to produce a value acceptable to the both of them. Meanwhile, Mr. Howden will contact Empire Indemnity Insurance Company to make certain that the current replacement cost on the policy meets their insurance to value requirement, and to get an idea of what to expect upon the renewal of the policy.

B. Unit 617/Request to Remove Notice of Intent to Lien Charge – A motion was made by Mrs. Bussinger and seconded by Mrs. Steinhardt to keep the Notice of Intent to Lien charge intact because the Association had adhered to the procedures set forth in the Collection Policy. Mrs. Bussinger, Mrs. Steinhardt, and Mrs. Ward voted yae, and Mr. Alivento abstained from voting because he is the property manager for this unit. The motion passed.

PRESIDENTS REMARKS – There were no comments from the President.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mr. Alivento to accept the minutes of the September 17, 2013, Board of Director's meeting. The motion was unanimously approved.

FINANCIAL REPORT - There were no comments from Mr. Kiebzak.

MANAGER'S REPORT

Mr. Kiebzak reviewed a Manager's Report dated October 15, 2013.

MANAGER'S REPORT, continued

V. Janitorial Service – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to approve the contract with Majestic Cleaning Services, Inc. dated October 2, 2013, subject to any revisions made by Mrs. Bussinger concerning the scope of work. The motion was unanimously approved.

VII. Attorney of Record – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to terminate the relationship with Larsen and Associates, P.A., and to retain the services of the Kracht Law Firm. The Board discussed meeting with representatives of all the law firms before a final decision is made about the Association's legal representation. Mr. Alivento and Mr. Kiebzak will conduct the interviews and report their findings to the Board. A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to withdraw the motion to terminate the relationship with Larsen and Associates, P.A., and to retain the services of the Kracht Law Firm. The motion was unanimously approved.

OLD BUSINESS

- A. Janitorial Service – This topic was discussed during the session of the Manager's Report.
- B. Investment Policy – This topic was discussed during the session of the Manager's Report.
- C. Legal Representation – This topic was discussed during the session of the Manager's Report.

NEW BUSINESS – Mr. Alivento reported that the unit located at 5250 Cypress Court has been leased out at the rate of \$950.00 per month. He said that it was necessary to purchase a refrigerator to replace the existing one because it had succumbed to rust inside and outside the unit.

A motion was made by Mr. Alivento and seconded by Mr. Bussinger to adjourn the meeting at 8:50 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,

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Signature

Keith R. Kiebzak, CAM  
KL Management Group, Inc

\_\_\_\_\_  
Print Name and Title

Date: \_\_\_\_\_