

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

BOARD OF DIRECTORS MEETING MINUTES

September 17, 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

A. Architectural Review Application/Unit 451 – Audrey Hamilton is the owner of this unit, and she was present for the meeting. A motion was made by Mr. Alivento and seconded by Mr. Palmisciano to permit the owner to install a bronze color dual square halogen motion activated light fixture in the same location as the photo sensor used to activate the building light provided that 1) the light fixture is installed by a certified electrician, 2) the owner supply a receipt to the Association which will show that the fixture was installed by a certified electrician, 3) the owner is responsible for the repair, maintenance or replacement of the motion activated light fixture if it malfunctions, 4) the light fixture does not interfere with the performance of the building lights, and 5) the motion activated light fixture is not a nuisance to the other residents. The motion was unanimously approved.

PRESIDENTS REMARKS – There were no comments from the President.

MINUTES

A motion was made by Mrs. Steinhardt and seconded by Mr. Palmisciano to accept the minutes of the August 20, 2013, Board of Director's meeting. The motion was unanimously approved.

FINANCIAL REPORT

Mr. Kiebzak reviewed the August financial statement and a separate report that projected an operating surplus as of August 31, 2013.

Mr. Palmisciano had to excuse himself from the meeting in order to attend to some personal business.

MANAGER'S REPORT

Mr. Kiebzak reviewed a Manager's Report dated September 17, 2013.

Mr. Lovely had to excuse himself from the meeting in order to attend to some personal business.

OLD BUSINESS

A. Investment Policy – A motion was made by Mrs. Ward and seconded by Mr. Diaz to approve the final draft of the investment policy with the file name of Reserve Fund Investment Policy Draft 3. The motion was unanimously approved.

B. Landscape Replacement Front Entrances/ Trees on Property – A motion was made by Mr. Alivento and seconded by Mr. Diaz to approve Estimate No. 104 from Turfco, Inc. dated August 26, 2013, for the amount of \$8,986.40, and Estimate No. 105 from Turfco, Inc. dated August 26, 2013, for the amount of \$14,485.00. Estimate No. 104 provides for the installation of plant material in the front entrances of all seven courts. Estimate No. 105 provides for the property wide installation of new trees. The motion was unanimously approved.

C. Legal Representation – This topic was discussed during the session of the Manager's Report.

Mr. Alivento announced that he has approved a tenant for the unit located at 5250 Cypress Court. The lease begins on October 1, 2013, and the monthly rent is \$950.00.

NEW BUSINESS - No discussion ensued.


A motion was made by Mr. Alivento and seconded by Mr. Diaz to adjourn the meeting at 8:10 PM. The motion was unanimously approved.

Respectfully submitted for the Secretary,


Keith R. Kiebzak, CAM
KL Management Group, Inc



Signature



Print Name and Title

Date: 1.16.13