

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

BOARD OF DIRECTORS' MEETING MINUTES

September 20, 2016

The meeting was called to order at 7:02 PM.

Directors present were Tony Alivento, Ruby Bussinger, Fernando Macedo, Larry Palmisciano, Joyce Steinhardt, Ricardo Torres, and Marlene Ward. Mr. Keith Kiebzak was present to represent KL Management Group, Inc.

Mrs. Bussinger stated this meeting is being recorded in an audio format, so that the Association has a version independent of the audio recording being done by Mr. Macedo.

INTRODUCTION OF VISITORS

A. Unit 347/ Deed Restriction Enforcement – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to initiate legal action to compel the owners to remove the basketball hoop that is on the patio. Mr. Alivento, Mrs. Bussinger, Mr. Palmisciano, Mrs. Steinhardt, Mr. Torres, and Mrs. Ward voted yae, and Mr. Macedo voted nae. The motion passed.

B. Unit 610/Deed Restriction Enforcement – A motion was made by Mr. Alivento and seconded by Mrs. Steinhardt to initiate legal action to compel the owners to remove the four post tent that is on the patio and to remove the plant that is damaging the fence. Mr. Alivento, Mrs. Bussinger, Mr. Palmisciano, Mrs. Steinhardt, Mr. Torres, and Mrs. Ward voted yae, and Mr. Macedo voted nae. The motion passed.

PRESIDENT'S REMARKS – Mrs. Bussinger stated that she has not updated the website. She asked everyone to contribute any items that they would like to see posted on the website.

MINUTES - A motion was made by Mrs. Steinhardt and seconded by Mr. Torres to accept the minutes of the August 16, 2016, Board of Directors' Meeting. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the August, 2016, financial statement and a separate report that projected an operating deficit as of August 31, 2016.

The property located at 5254 Coral Court was purchased by a third party bidder at a foreclosure sale by a lending institution. A motion was made by Mr. Torres and seconded by Mr. Palmisciano to instruct Kimberly Soto, P.A, to file a claim against the Surplus of Funds being held by the Clerk of the Court to offset the balance due on account. The motion was unanimously approved.

Mrs. Bussinger changed the order of the agenda while Mr. Kiebzak retrieved a document for the meeting.

Air Conditioning Retrofit Architectural Guideline - Discussion ensued, but no action was taken to approve the guideline.

Storage Area Roof Architectural Guideline – Discussion ensued, but no action was taken to approve the guideline.

MANAGER'S REPORT (Any enumeration of items below match the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report dated September 20, 2016.

OLD BUSINESS

- A. Air Conditioning Retrofit Architectural Guideline - This topic preceded the Manager's Report.
- B. Cease and Desist Letter from Attorney – A motion was made by Mrs. Steinhardt and seconded by Mrs. Ward to instruct Kimberly Soto, Esquire, to file an injunction against Mr. Macedo based upon his violations of Florida statute contained in the Cease and Desist previously mailed to him. Mr. Alivento, Mrs. Bussinger, Mrs. Steinhardt, Mr. Torres, and Mrs. Ward voted yae, Mr. Palmisciano voted nae, and Mr. Macedo abstained from voting. The motion passed.

Mrs. Bussinger changed the order of the agenda to discuss the topic under New Business titled Response to Written Information Requests. Mr. Macedo had delivered hand written inquiries addressed to the Board President, the Board of Directors, and to the property manager. Mrs. Bussinger concluded that they dealt with Association business and thus should be addressed during a regularly scheduled board meeting. Mrs. Bussinger and Board Members verbally responded to these inquires to the best of their recollection considering that some of the questions dated back to actions taken by the Board in 2001, and records since then have been purged.

Mrs. Bussinger changed the order of the agenda to discuss the topic under New Business titled Roof Drains. Discussion ensued, but no action was taken.

- C. Crime Alert/Neighborhood Patrol – Discussion ensued and Mr. Kiebzak was provided direction on next steps.
- D. Governing Document Review – This topic was discussed during the session of the Manager's Report.
- E. HUD Condominium Registration – This topic was discussed during the session of the Manager's Report.
- F. Orlando Utilities Commission – This topic was discussed during the session of the Manager's Report.
- G. Storage Area Roof Architectural Guideline – This topic preceded the Manager's Report.

NEW BUSINESS

Mr. Palmisciano excused himself from the meeting.

NEW BUSINESS, continued

A. Landscape Enhancements – A motion was made by Mr. Macedo and seconded by Mr. Torres to approve 1) Quote 1163 prepared by RLC Landscaping dated August 30, 2016, to install new plant material on Cypress Court at a cost of \$2,012.00, 2) Quote 1185 prepared by RLC Landscaping dated September 7, 2016, to install new plant material on Coral Court at a cost of \$3,021.00, and 3) Quote 1209 prepared by RLC Landscaping dated September 16, 2016, to install mulch on Brook Court, Elm Court, and Middle Court at a cost of \$22,212.50. The motion was unanimously approved.

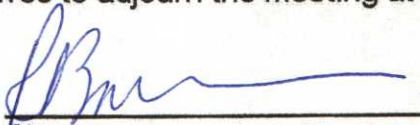
B. Response to Written Information Requests – This topic was discussed during the session under Old Business.

C. Roof Drains – This topic was discussed during the session under Old Business.

A motion was made by Mr. Macedo and seconded by Mr. Torres to adjourn the meeting at 8:54 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: 10/22/16
