

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

BOARD OF DIRECTORS' MEETING MINUTES  
February 20, 2024

CALL TO ORDER/CERTIFY QUORUM - The meeting was called to order at 7:06 PM.

Directors present were Ruby Bussinger, Mary Hawks, Britta Jarvis, Andrew Robinson, and Joyce Steinhardt. Wui Goh was away on vacation. Keith Kiebzak was present to represent KL Management Group, Inc.

INTRODUCTION OF VISITORS – Jo Warren and Sally Warren were present at the start of the meeting.

Unit 621/5274 Coral Court /Items on Wall/Commercial Vehicle - A motion was made by Mrs. Bussinger and seconded by Mrs. Hawks to instruct Mr. Kiebzak or Mrs. Bussinger to obtain a commitment from the owner of unit 621 to correct the deed restriction violations within a two-week time frame or a time frame at the discretion of the Manager or the Board President, otherwise their cases will be sent to the Association's attorney to initiate legal action to compel their compliance. The motion was unanimously approved.

PRESIDENT'S REMARKS – There were no remarks from Mrs. Bussinger.

MINUTES – A motion was made by Mrs. Steinhardt and seconded by Mrs. Jarvis to accept the minutes of the Board of Directors' Meeting dated January 16, 2024, and the Board of Directors' Meeting dated February 6, 2024. The motion was unanimously approved.

FINANCIAL REPORT - Mr. Kiebzak reviewed the January 2023 financial statement and the Financial Report dated February 20, 2024.

MANAGER'S REPORT (Any enumeration of items below matches the Manager's Report) – Mr. Kiebzak reviewed the Manager's Report, dated February 20, 2024.

Landscape Replacement - A motion was made by Mr. Robinson and seconded by Mrs. Bussinger to approve the estimate that has been proposed by the Landscape Committee. The motion was unanimously approved.

Termite/Change to Beetle Issue – A motion was made by Mrs. Bussinger and seconded by Mr. Robinson to approve the proposal from Lake Jem Farms at a cost of \$6,240.00. The motion was unanimously approved.

Holiday Decorations – A motion was made by Mrs. Jarvis and seconded by Mr. Robinson to approve the fourth revision of the Holiday/Seasonal Decorations Regulations dated February 20, 2024. The motion was unanimously approved.

OLD BUSINESS

- A. Clubhouse Enhancements – No discussion ensued.
- B. Fence Replacement Property – This topic was discussed during the session of the Manager's Report.
- C. Holiday Decorations Guideline – This topic was discussed during the session of the Manager's Report.
- D. Landscape Replacement Brook/Elm/Middle Update – The estimate for Cypress Court was discussed during the session of the Manager's Report.
- D. Roof Replacement B 52 – Mr. Kiebzak said that Crew Pro can install the new roofing system over the existing one at a cost of \$42,000.00. Reese Construction Inc. can perform the same task at a cost of \$44,900.00. The Board made no decision pending more feedback from the contractors regarding the viability of this approach, and concerns about mildew in the existing system.

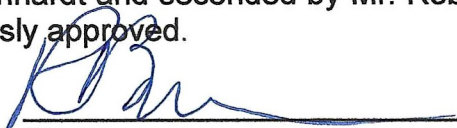
NEW BUSINESS

- A. Association Lease/Tenants – This topic was discussed during the session of the Manager's Report.
- B. Legal Fees and Costs-Covenant Enforcement Action – This topic was discussed during the session of the Manager's Report.
- C. Trampoline – This topic was discussed during the session of the Manager's Report.

ADJOURNMENT - A motion was made by Mrs. Steinhardt and seconded by Mr. Robinson to adjourn the meeting at 9:43 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  
Print Name and Title

Date: March 19, 2024